AASTRA

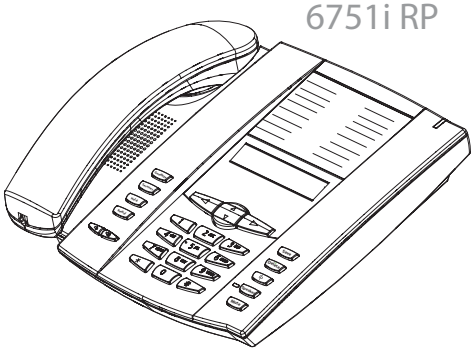
AastraLink RP Solution

Microsoft® Response Point™

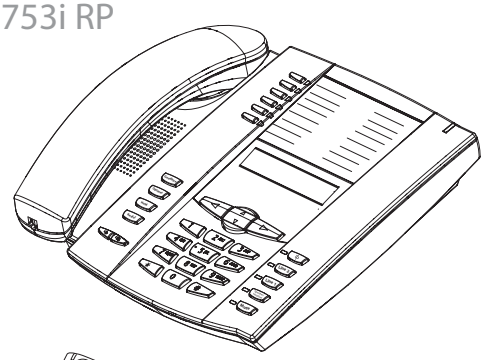
Phone User Guide

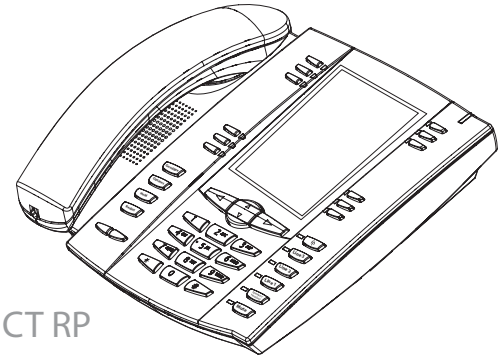
41-001255-00
Rev 03

6751i RP

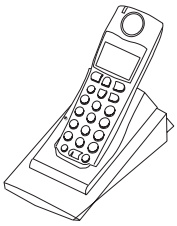


6753i RP





6757i CT RP



CT Cordless

Downloaded from www.Manualslib.com manuals search engine

Downloaded from www.Manualslib.com manuals search engine

Software License Agreement

Aastra Telecom Inc., hereinafter known as "Seller", grants to Customer a personal, worldwide, non-transferable, non-sublicenseable and non-exclusive, restricted use license to use Software in object form solely with the Equipment for which the Software was intended. This Product may integrate programs, licensed to Aastra by third party Suppliers, for distribution under the terms of this agreement. These programs are confidential and proprietary, and are protected as such by copyright law as unpublished works and by international treaties to the fullest extent under the applicable law of the jurisdiction of the Customer. In addition, these confidential and proprietary programs are works conforming to the requirements of Section 401 of title 17 of the United States Code. Customer shall not disclose to any third party such confidential and proprietary programs and information and shall not export licensed Software to any country except in accordance with United States Export laws and restrictions.

Customer agrees to not reverse engineer, decompile, disassemble or display Software furnished in object code form. Customer shall not modify, copy, reproduce, distribute, transcribe, translate or reduce to electronic medium or machine readable form or language, derive source code without the express written consent of the Seller and its Suppliers, or disseminate or otherwise disclose the Software to third parties. All Software furnished hereunder (whether or not part of firmware), including all copies thereof, are and shall remain the property of Seller and its Suppliers and are subject to the terms and conditions of this agreement. All rights reserved.

Customer's use of this software shall be deemed to reflect Customer's agreement to abide by the terms and conditions contained herein. Removal or modification of trademarks, copyright notices, logos, etc., or the use of Software on any Equipment other than that for which it is intended, or any other material breach of this Agreement, shall automatically terminate this license. If this Agreement is terminated for breach, Customer shall immediately discontinue use and destroy or return to Seller all licensed software and other confidential or proprietary information of Seller. In no event shall Seller or its suppliers or licensors be liable for any damages whatsoever (including without limitation, damages for loss of business profits, business interruption, loss of business information, other pecuniary loss, or consequential damages) arising out of the use of or inability to use the software, even if Seller has been advised of the possibility of such damages.

Downloaded from www.Manualslib.com manuals search engine

Downloaded from www.Manualslib.com manuals search engine

Table of Contents

Software License Agreement **3**

Introduction **7**

About This Guide 7

Phone Models **9**

Aastra 6751i RP 9
Aastra 6753i RP 10
Aastra 6757i CT RP 11

Getting Started **13**

Initializing 6751i RP & 6753i RP 13
Phone Screens 6751i RP & 6753i RP 14
Initializing 6757i CT RP 15
Phone Screens 6757i CT RP 17
Key Descriptions 20

Using Microsoft Response Point Assistant **23**

Installing 23
Starting Assistant 23
Changing Your Phone Settings With Assistant 25
Recording a User Name With Assistant 25
Upgrading Assistant 29
Removing Assistant 29

Phone Options via the Aastra Web UI **30**

Finding Your Phone's IP Address 30
Accessing the Aastra Web UI 30

Basic Phone Features **34**

Dialing a Number 34
Using Handsfree Speakerphone 35
Using a Headset 35
Incoming Intercom Calls 36
Redial 37
Mute 39
Receiving Calls 39
Voicemail 40
Forwarding Calls 42
Call Transfer 43
Call Park 44
Contacts List in Assistant 44
Call Notification 48
Phone Directory List 49
Callers List 53
Ring Tones and Tone Sets 56

Advanced Phone Features **60**

Configuring Multiple Lines (6753i RP & 6757i CT RP) 61
3-Way Conference Calling (6753i RP & 6757i CT RP) 62
Speeddial Keys (6751i RP) 63
Programmable Keys (6753i RP & 6757i CT RP) 66
Model M670i and M675i Expansion Modules 75
Foreign Language Support 76

Downloaded from www.Manualslib.com manuals search engine

Table of Contents

Using Your 6757i CT RP Cordless Handset 79

Finding the IP Address using the Handset 83
Feature Keys on the Handset 83
Handset Icons and Status Messages 86
Handset Keys 86
Multifunction Handset LED Indicator 87
Battery Charging 88
Volume Control 88
Directory List on the Cordless Handset 89
Callers List on the Cordless Handset 91
Making Calls from the Cordless Handset 92

Pairing and Unpairing Cordless Handsets 94

Pairing Your Handset 94
Unpairing Your Handset 96

Defining an Emergency Dial Plan..... 99

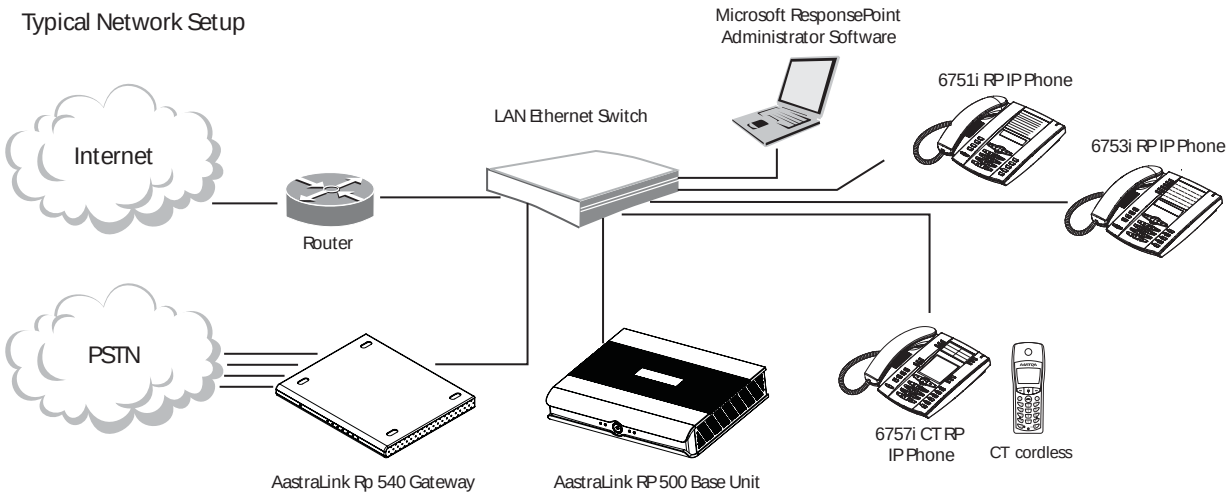
Troubleshooting..... 100

Limited Warranty 103

Downloaded from www.Manualslib.com manuals search engine

Introduction

Congratulations on your purchase of the AastraLink RP Solution for small to medium-sized businesses! The AastraLink RP Solution communicates over an IP Network, allowing you to receive and place calls in the same manner as a regular business telephone system. The AastraLink RP Solution is a phone system that offers breakthrough voice-activated user interface, simplified setup and user management, and effortless mobility, powered by Microsoft® Response Point™.



About This Guide

This manual is designed for phone users, and describes how to use the features of your Aastra IP phone. Not all features listed are available by default and some may depend on your phone system or service provider. The following guides may apply to other components of your AastraLink RP Solution:

- ***AastraLink RP 500 Base Unit Installation Guide***
- ***AastraLink RP 540 Gateway Installation Guide***
- ***AastraLink RP Solution Quick Start Guide***
- ***Aastra 6751i RP, 6753i RP and 6757i CT RP Phone Installation Guides***
- ***AastraLink RP Administrator Guide***

The ***AastraLink RP 500 Base Unit Installation Guide*** – includes detailed instructions on setting up the AastraLink RP 500 Base Unit required for all AastraLink RP Solution systems.

The ***AastraLink RP 540 Gateway Installation Guide*** – gives detailed instructions on setting up the AastraLink RP 540 Gateway in your AastraLink RP Solution system.

The AastraLink RP Solution Quick Start Guide – provides basic information on setting up and configuring the AastraLink RP Solution.

The ***Aastra 6751i RP, 6753i RP and 6757i CT RP Phone Installation Guides -*** contain detailed instructions on setting up the Aastra IP phones you can use with theAastraLink RP Solution.

Downloaded from www.Manualslib.com manuals search engine

The ***AastraLink RP Administrator Guide*** - describes how to configure the features of the AastraLink RP Solution, including the administrator-level settings on the phones.

These guides along with release notes, system updates, etc. can be downloaded from our Web site at www.aastratelecom.com

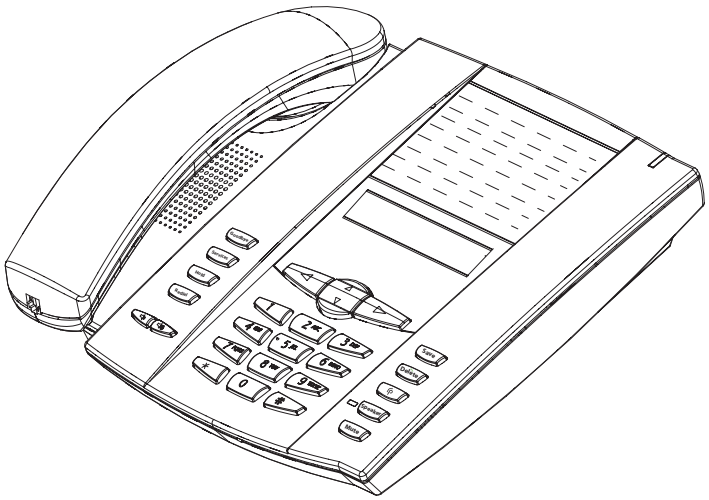
Downloaded from www.Manualslib.com manuals search engine

Phone Models

Any combination of Aastra models 6751i RP, 6753i RP, and 6757i CT RP phones may be used with your AastraLink RP solution. This ***AastraLink RP Phone User Guide*** is for all three models. Some features are specific to only one phone model, and you need to read the manual carefully to see what applies to your phone.

Aastra 6751i RP

The 6751i RP telephone has all the features of a regular business phone, allowing you to make and receive calls, transfer, conference and more using your AastraLink RP Solution.



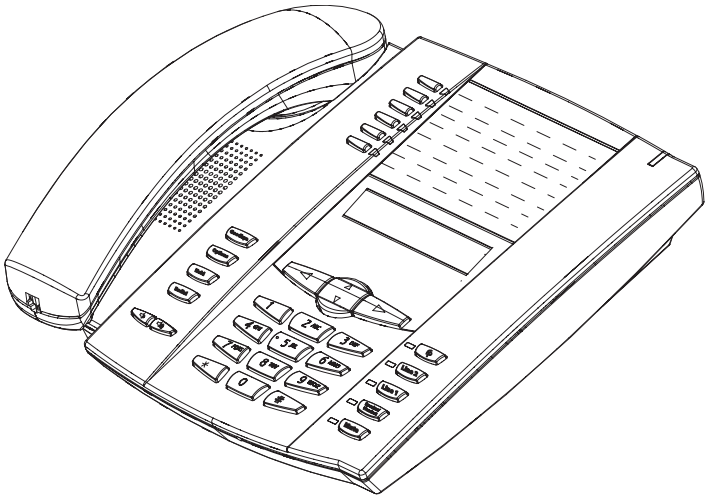
Aastra 6751i RP Features

- *3-line LCD screen*
- *1 call appearance line*
- *Supports 1 call line with transfer and hold capabilities*
- *Full-duplex speakerphone for handsfree calls*
- *Built-in two-port, 10/100 Ethernet ports - lets you share a connection with your computer*
- *Inline power support (based on 802.3af standard) which eliminates the need for power adapters*
- *Voice-activated dialing options powered by Microsoft Response Point*
- *AC power adapter (included)*

Downloaded from www.Manualslib.com manuals search engine

Aastra 6753i RP

The 6753i RP telephone features 2 call appearance lines and 4 programmable hard keys in addition to the features of the 6751i RP model.



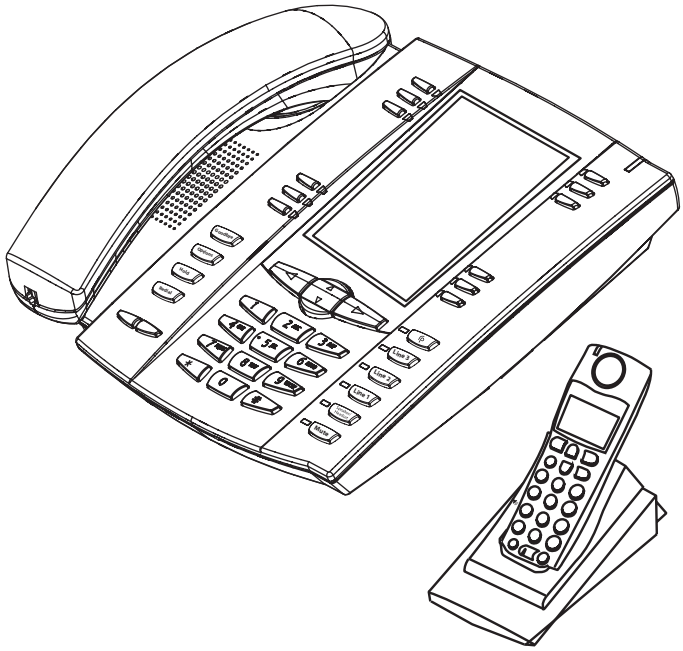
Aastra 6753i RP Features

- *3-line LCD screen*
- *4 programmable hard keys*
- *2 call appearance lines with LEDs*
- *Supports up to 8 call appearance lines*
- *Full-duplex speakerphone for handsfree calls*
- *Headset support (modular connector)*
- *Expansion modules (optional) attach to the right side of the phone providing 36 additional softkeys (M670i) or 60 additional softkeys (M675i)*
- *Built-in two-port, 10/100 Ethernet ports - lets you share a connection with your computer*
- *Inline power support (based on 802.3af standard) which eliminates power adapters.*
- *AC power adapter (included)*

Downloaded from www.Manualslib.com manuals search engine

Aastra 6757i CT RP

This 6757i CT RP telephone provides you with 3 call appearance lines and 12 programmable hard keys, as well as a large 12 line LCD screen and a cordless handset. This model supports up to 9 call lines.



Phone Features – 6757i CT RP Base Unit

- *12 line graphical LCD screen (144 x 128 pixels) with white backlight*
- *12 multi-functional softkeys*
  - 6 programmable keys (at top of screen)
  - 6 context sensitive keys (at bottom of screen)
- *3 call appearance lines with LEDs*
- *Supports up to 9 call lines*
- *Full-duplex speakerphone for handsfree calls*
- *Headset support (modular connector)*
- *Expansion modules (optional) attach to the right side of the phone providing 36 additional softkeys (M670i) or 60 additional softkeys (M675i)*
- *Built-in-two-port, 10/100 Ethernet switch - lets you share a connection with your computer.*
- *Inline power support (based on 802.3af standard) which eliminates power adapters.*
- *AC power adapter (included)*

Downloaded from www.Manualslib.com manuals search engine

Phone Features – 6757i CT RP Cordless Handset

- *5 line backlit display screen*
- *2 multi-functional softkeys*
- *Programmable function key supports up to 14 functions*
- *Vibration Alerter*
- *Headset Jack*
- *Desk charging stand*

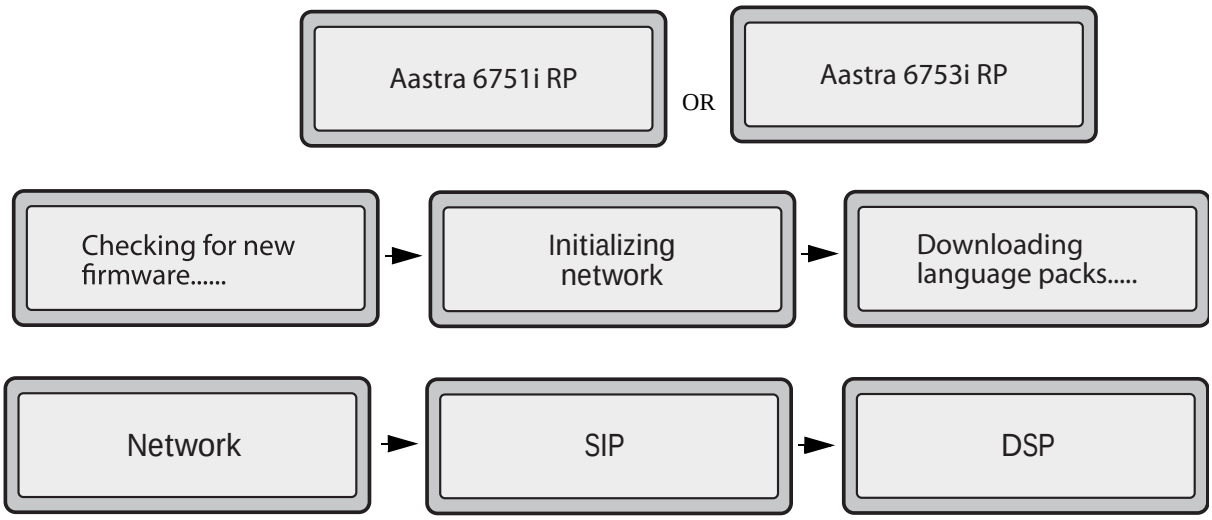
Downloaded from www.Manualslib.com manuals search engine

AastraLink RP phones must be set up and configured prior to the first use. This section describes phone behavior and start up screens you may see when your phone is first plugged in, or when it is restarted.

Initializing 6751i RP & 6753i RP

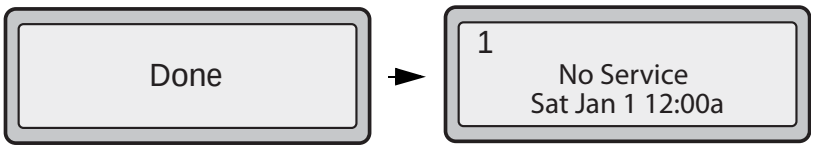
The AastraLink RP automatically begins the start up sequence as soon as it is connected. The phone goes through this process the first time you plug in your phone and every time you restart your phone.

The phone displays the following startup screens.



Note: *Do not unplug or remove power to the phone while it is checking or installing firmware and configuration information.*

When the configuration update is complete, the phone displays the following screen.



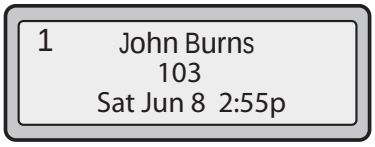
The 6751i RP or 6753i RP phone is now ready to be added to your AastraLink RP Solution by the System Administrator, using the Microsoft Response Point Administrator phone system software. Further instructions can be found in the ***AastraLink RP Administrator Guide.***

Downloaded from www.Manualslib.com manuals search engine

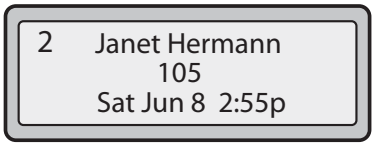
Phone Screens 6751i RP & 6753i RP

Idle Screens 6751i RP & 6753i RP

When the phone has successfully updated the configuration and connected to the network, the phone displays the **Idle State** screen:



The **Idle State** screen lists your name, extension (or phone number), and day, date, and time. The "**1**" in the upper corner in the above example indicates the idle screen for the first line appearance. You can use the **LEFT** and **RIGHT** arrow keys to scroll through the idle screens on phones with more than one line. The phone user assigned to each line is displayed.



The **Idle State** screen is shown whenever your phone is not in use.

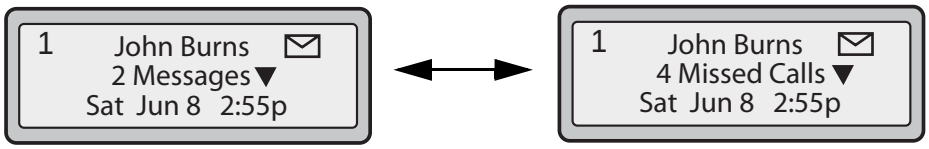
The second display line displays the following temporary messages if an event occurs:

- *No Service*
- *DHCP Failed*
- *Restarting.....*
- *New IP Obtained*
- *Network Disconnected/Connected*

Note: *Since the "Network Disconnected/Connected" display on two lines, the date and time does not show if this event displays.*

- *The second line can also display the following status messages, listed in order of display priority:*
- *DND On (Do Not Disturb)*
- *Number of missed calls*
- *Number of messages*

When more than one status message displays, the 2 is shown after the message to indicate you can use the 2 and 5 navigation keys to scroll through the remaining messages. The messages also display alternately every few seconds.



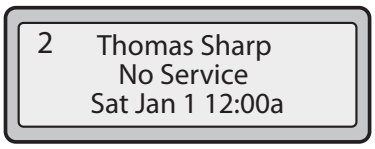
Downloaded from www.Manualslib.com manuals search engine

Off-Hook Screen 6751i RP & 6753i RP

When the phone is off-hook (or you pick up the handset), the screen displays as follows.The "**1**" in the upper corner in the above example indicates the idle screen for the first line appearance. A "**2**" appears for the second line, and so on.

No Service Screen 6751i RP & 6753i RP

When the phone is not properly connected to the network, or the account has not been configured by the System Administrator, the "**No Service**" or "**Network Disconnected**" prompt appears on the display and the telephone status light turns ON.



The phone also displays the default time and date of 12:00am Jan. 1st. Check that the cables are tightly connected to the phone and to the wall jack. The phone should automatically detect when the connection is reconnected and displays the "**Network Connected**" prompt temporarily.

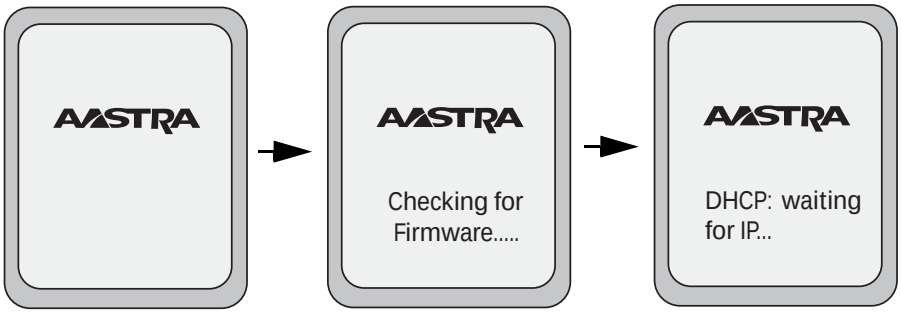
If changes have been made to your phone settings using the Microsoft Response Point Administrator software, your phone should restart automatically with an initial screen display of "**Restarting...**", during which time your phone will not be available to make and receive calls.

For more information about connecting your phone, refer to the ***AastraLink RP Administrator Guide***. Check with your System Administrator for assistance.

Initializing 6757i CT RP

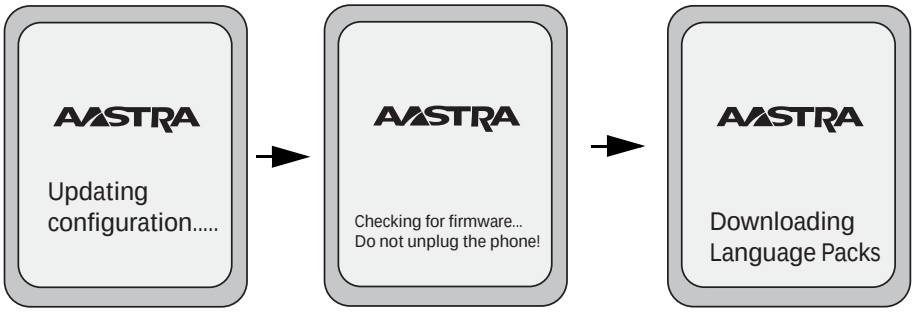
The 6757i CT RP automatically begins the start up sequence as soon as it is connected. The phone goes through this process the first time you plug in your phone and every time you restart your phone.

The phone displays the following startup screens.



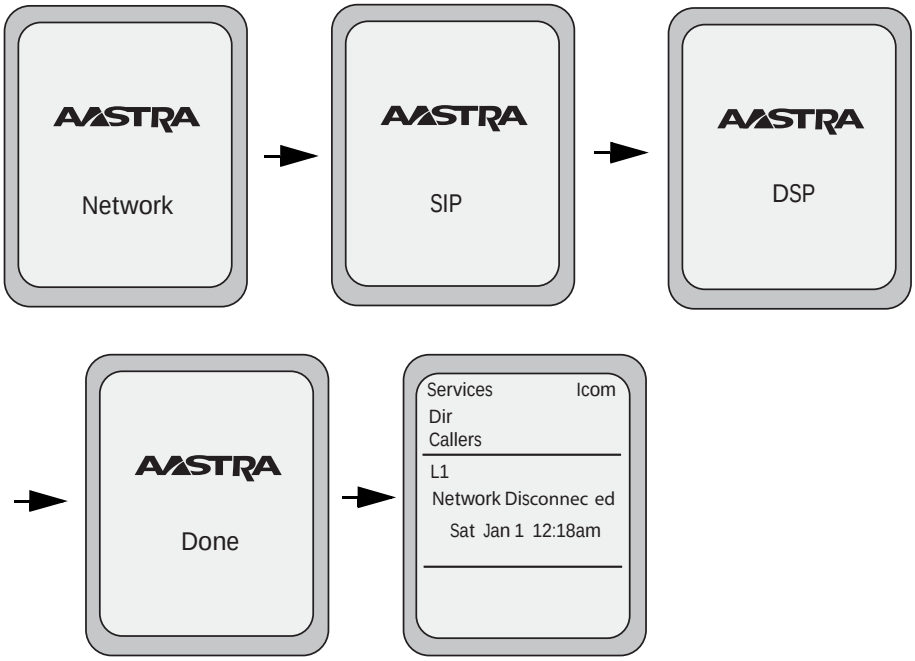
Downloaded from www.Manualslib.com manuals search engine

The 6757i CT RP phone then checks settings and looks for new configuration and firmware updates for the phone from a server. If a new update is found, the phone displays the message "Updating Configuration". This may take a few moments while the phone downloads the latest updates.



Note: *Do not unplug or remove power to the phone while it is checking or installing firmware and configuration information.*

When the configuration update is complete, the phone displays the following screens, ending with the Idle screen.



The 6757i CT RP phone is now ready to be added to your AastraLink RP Solution by the System Administrator, using the Microsoft Response Point Administrator phone system software. Further instructions can be found in the ***AastraLink RP Administrator Guide.***

Downloaded from www.Manualslib.com manuals search engine

Idle Screen Default 6757i CT RP

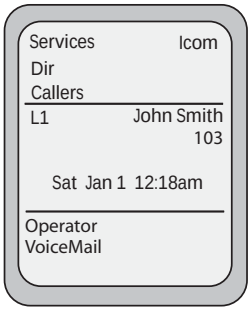
When the phone has successfully updated the configuration and connected to the network, the phone displays the **Idle State** screen. The idle screen is shown whenever your phone is not in use.

Note: *Your System Administrator sets up your initial screen name, line number, and any other administrative features required. You may change some of these options yourself. See Changing Your Phone Settings With Assistant on page 25.*

The **Idle State** screen lists your name (SIP screen name) and day, date, and time. In the above screen, the "**L1**" indicates John Smith is configured on Line 1.

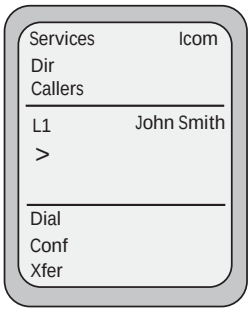
The idle screen also displays the following default softkeys located on the top left and top right of the screen:

- *Services*
- *Directory*
- *Callers List*
- *Intercom*



When you lift the handset, the screen displays the default bottom softkeys of:

- *Dial*
- *Conference*
- *Transfer*



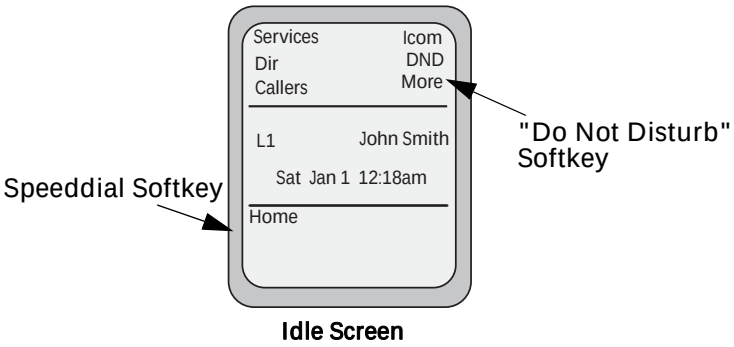
You can configure the 6 top softkeys and the 6 bottom softkeys as required.

For more information about configuring the top default softkeys and all other softkeys, see *Programmable Keys (6753i RP & 6757i CT RP)* on page 66.

Downloaded from www.Manualslib.com manuals search engine

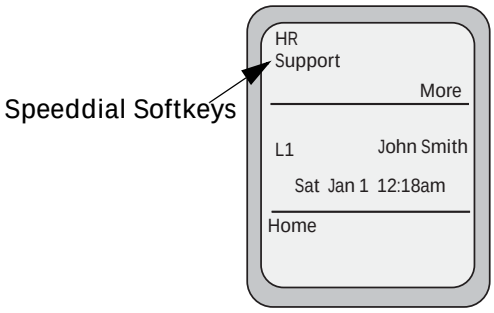
Idle Screen With Softkeys Configured 6757i CT RP

If you or your System Administrator have configured softkey functions on your phone, the labels for those functions display on the screen. For example, in the following illustration, "**Home**" was configured as a speeddial key on the bottom set of softkeys and "**Do Not Disturb**" (DND) was configured on the top set of softkeys.



Idle Screen

You can configure up to 10 functions on the top set of softkeys. If you have additional functions configured on the top softkeys that do not display on the main idle screen, "**More**" displays at the top right of the screen. Pressing the **More** softkey toggles between the first screen and a second screen of softkeys configured on your phone.

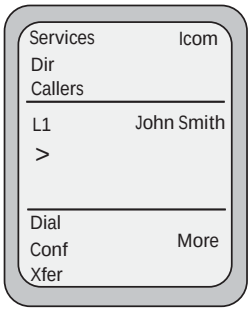


Idle Screen

Off-Hook Screen 6757i CT RP

When you pickup the handset, the screen displays as follows::

- *Dial*
- *Conference*
- *Transfer*

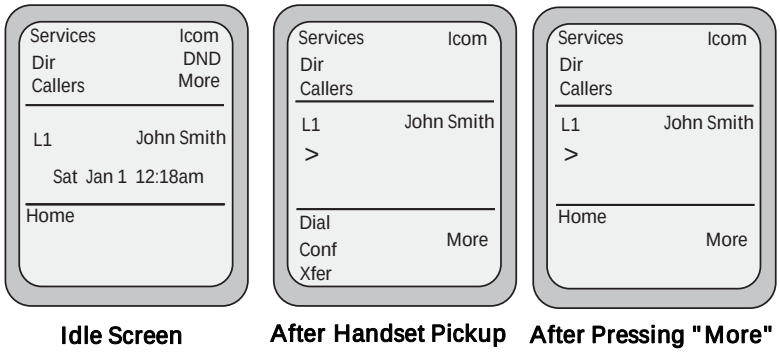


This screen displays the following default softkeys located on the bottom left of the screen:

A **More** softkey also displays at the bottom right of the screen if you have configured softkeys other than the default softkeys.

Downloaded from www.Manualslib.com manuals search engine

For example, if you configure a bottom softkey for speed dialing to Home, and then you pickup the handset, the screen displays the **Dial**, **Conf**, and **Xfer** default softkeys with a **More** softkey. You can press the **More** softkey to toggle between the first and second screens to display all configured softkeys. See illustrations below.

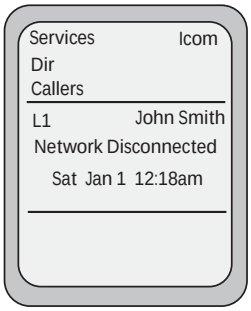


Idle Screen **After Handset Pickup** **After Pressing "More"**

Note: *The bottom set of 6 softkeys map to the current state-based (context sensitive) configurable softkeys. The top set of 6 softkeys allow you to configure up to 10 functions.*

Network Disconnected Screen 6757i CT RP

If your phone did not successfully connect to the network, the "**Network Disconnected**" prompt appears on the display and the telephone status light turns on.



Check that the cables are tightly connected to the phone and to the wall jack. The phone should automatically detect when it is reconnected and displays the "**Network Connected**" prompt for a few seconds. If not the phone may have been disconnected by the System Administrator using the Microsoft Response point Administrator software.

If changes have been made to your phone settings using the Microsoft Response Point Administrator software, your phone should restart automatically with an initial screen display of "**Restarting...**", during which time your phone will not be available to make and receive calls.

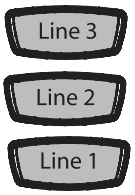
For more information about connecting your phone, see the ***Aastra*** 6757i CT RP ***Phone Installation Guide,*** or the ***AastraLink RP Administrator Guide***.

Check with your System Administrator for assistance.

Downloaded from www.Manualslib.com manuals search engine

Key Descriptions

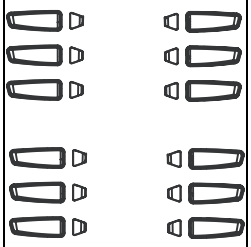
The following table identifies the keys on the key panel of your AastraLink RP phone that you can use for handling calls. Notice that some keys appear only on the specific models indicated.

Keys	Key Description
	Goodbye key - All models. Ends an active call. The Goodbye key also exits an open list, such as the Options List, without saving changes.
	Services key - *Model* 6751i RP. Accesses services and options to customize your phone. This key also accesses the Directory List and Callers List. Your System Administrator may have already customized some of your settings.
	Options key - *Models* 6753i RP *and* 6757i CT RP. Accesses options to customize your phone. Your System Administrator may have already customized some of your settings. Check with your System Administrator before changing the administrator-only options.
	Hold key - All models. Places an active call on hold. To retrieve a held call, press the call appearance button beside the light that is flashing.
	Redial key - All models. Redials up to 100 previously dialed numbers. Pressing the Redial key twice simultaneously redials the last dialed number.
	Volume control key - All models. Adjusts the volume for the handset, headset, ringer, and handsfree speaker.
	Response Point key - All models. Allows you to access the Microsoft Response Point voice-activated dialing options.
	**Line/Call Appearance key** - All models. Connects you to a line or call. Model 6751i RP supports a single line key, model 6753i RP supports 2 line keys (up to 6 including programmable line keys), and model 6757i CT RP supports 3 line keys (up to 9 including programmable line keys).
	Speaker/Headset key - *Models* 6753i RP *and* 6757i CT RP.Activates Handsfree for making and receiving calls without lifting the handset. When the audio mode option is set, this key is used to switch between a headset and the handsfree speakerphone.
	Speaker key - *Model* 6751i RP. Activates Handsfree for receiving calls without lifting the handset. Can be used on active calls to switch from the handset to handsfree.
	Mute key - All models. Mutes the microphone so that your caller cannot hear you (the light indicator flashes when the microphone is on mute).

Downloaded from www.Manualslib.com manuals search engine

Keys (Continued)	Key Description (Continued)
	Navigation keys - All models. Pressing the UP and DOWN arrow keys lets you view different status and text messages on the LCD display (if there is more than 1 line of status/text messages). These buttons also let you scroll through menu selections, such as the Options List. Pressing the LEFT and RIGHT arrow keys lets you view the different line/call appearances. While in the Options List, these keys allow you to exit or enter the current option. When you are editing entries on the display, pressing the LEFT arrow key erases the character on the left; pressing the RIGHT arrow key sets the option.

Downloaded from www.Manualslib.com manuals search engine

Keys (Continued)	Key Description (Continued)
	Programmable keys - *Model* 6753i RP. 6 Top Keys: 2 preset keys and 4 programmable hard keys (up to 6 programmable functions). The following are the default functions for the programmable keys on the 6753i RP phone: **1** - **SAVE** Allows you to save numbers and/or names to the Directory. Using this key, you enter the number, name, and line (or speeddial key) to record in the Directory List. This key cannot be changed. **2** - **DELETE** Allows you to delete entries from the Directory List and Callers List. (Must enter the Directory or Callers List and select an entry, then press twice to delete entry). This key cannot be changed. **3** - **DIRECTORY** Displays up to 200 names and phone numbers (stored in alphabetical order) **4** - **CALLERS LIST** Accesses the last 200 calls received. **5** - **TRANSFER** Transfers the active call to another number **6** - **CONFERENCE** Begins a conference call with the active call. **Note**: Keys 1 and 2 (Save and Delete) are preset and cannot be changed. The other keys are programmable and can be changed to perform other specific functions. For more information about programming keys 3, 4, and 5, see *Programmable Keys (6753i RP & 6757i CT RP)* on page 66.
	**Softkeys** - *Model* 6757i CT RP. 12 softkeys on the 6757i CT RP Phone. - 6 Top Keys: programmable static softkeys (up to 10 programmable functions) - 6 Bottom Keys: programmable state-based softkeys (up to 20 programmable functions) These keys also perform as follows: • **Callers List key** - Accesses the last 200 calls received. • **Conference key** - Begins a conference call with the active call. • **Xfer Key** - Transfers the active call to another number. • ***Directory Key*** - *Displays up to 200 names and phone numbers (stored in alphabetical order)* ***Note:*** *For more information about programming the softkeys to perform specific functions, see Programmable Keys (6753i RP & 6757i CT RP) on page 66.*

Downloaded from www.Manualslib.com manuals search engine

Using Microsoft Response Point Assistant

Microsoft Response Point Assistant phone system software is designed to be installed on the computer of each phone user. Once installed, you can use Assistant to change your personal settings, and notify you on your computer screen when you have a call.

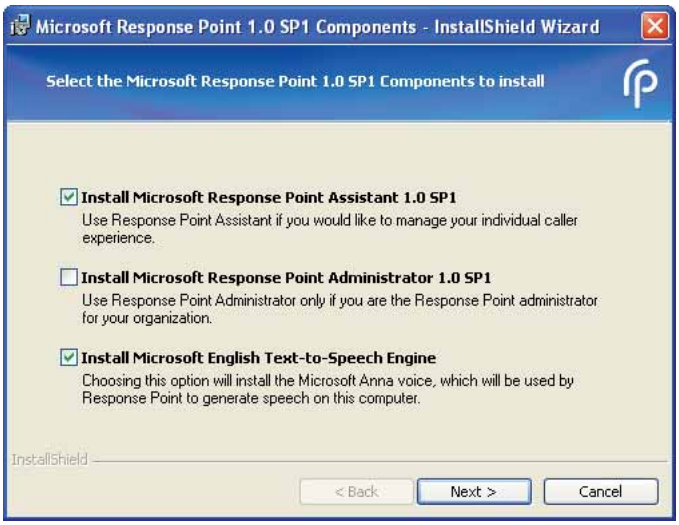
Installing

The CD that came with the AastraLink RP 500 Base Unit is needed to install the Microsoft Response Point Assistant phone system software. Contact your System Administrator to locate the CD.

To install Microsoft Response Point Assistant on your PC, do the following.

1. Locate the AastraLink RP system CD which was supplied with the AastraLink RP 500 base unit.
2. Insert the CD into the CD drive of your computer.

   Note: *If the Autoinstall window does not open, use the Windows Explorer to view the CD directory. Double-click Install.exe to start the installation process.*
3. Click **Install AastraLink RP software**.
4. Make sure the **Install Microsoft Response Point Administrator** box is not checked unless you are the System Administrator.


Microsoft Response Point 1.0 SP1 Components - InstallShield Wizard
Select the Microsoft Response Point 1.0 SP1 Components to install
Install Microsoft Response Point Assistant 1.0 SP1
Use Response Point Assistant if you would like to manage your individual caller experience.
Install Microsoft Response Point Administrator 1.0 SP1
Use Response Point Administrator only if you are the Response Point administrator for your organization.
Install Microsoft English Text-to-Speech Engine
Choosing this option will install the Microsoft Anna voice, which will be used by Response Point to generate speech on this computer.
InstallShield
< Back
Next >
Cancel

5. Click **Next**. Follow the prompts to install the Microsoft Response Point phone system software components.

   Note: *You must review and accept the license agreements to install the software.*

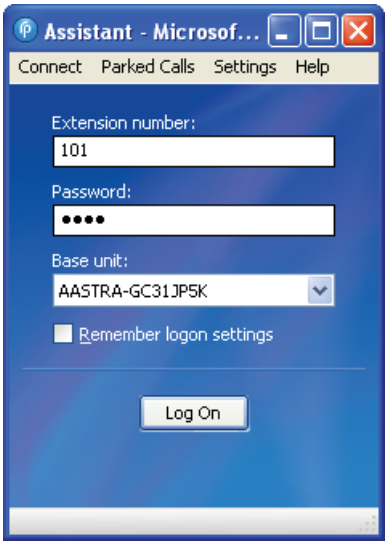
Starting Assistant

Once you have installed the software on your computer, you are ready to start the Microsoft Response Point Assistant program and personalize your phone settings.

Downloaded from www.Manualslib.com manuals search engine

To start the Assistant software and set your phone preferences, do the following.

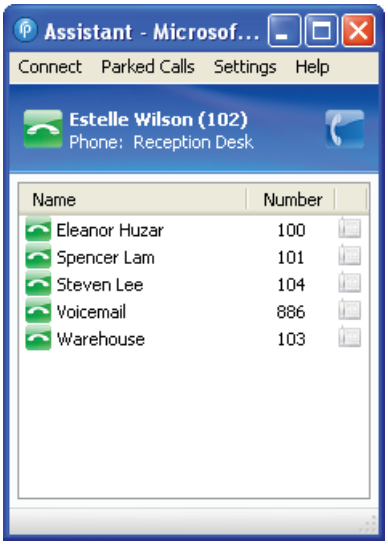
1. Select **Start** > **Programs** > **Microsoft Response Point Assistant**. The **Log On** screen appears.



2. Enter the extension number you were assigned by the System Administrator, and select your base unit. If there is more than one base unit to choose from, contact your System Administrator to determine which is correct.
3. Enter the default password *9999*, and click **Log On**.

   Note: *The Assistant password is also used for voicemail. If you change the password for one, both will change.*

4. Assistant opens to display a phone directory. Your name is already in the directory, as entered by the System Administrator when your phone was added to the system.



You can now change your personal phone settings by clicking **Settings**. See *Changing Your Phone Settings With Assistant* on page 25 for more details.

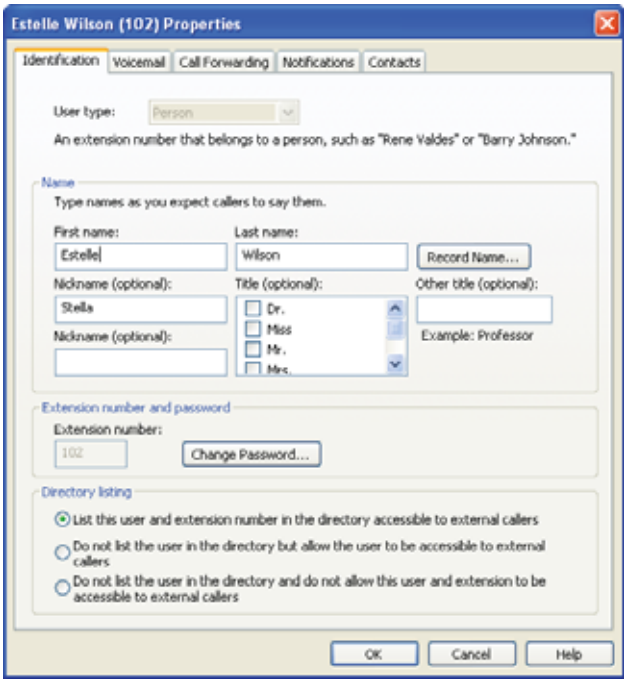
Downloaded from www.Manualslib.com manuals search engine

Changing Your Phone Settings With Assistant

Assistant has several main tabs you can click to view different phone setting options.

To change your phone settings using Assistant, do the following.

1. Click **Settings** in the Assistant window.
2. The **Properties** window opens to the **Identification** tab. This is where you can change your name as listed in the directory, and add any nicknames callers might use when asking for you. Any nicknames you enter are added to the voice-dialing list used by Microsoft Response Point.



You can click the other tabs to change additional phone settings. See the following sections for more details.

- *Configuring Voicemail on page 40*
- *Forwarding Calls on page 42*
- *Call Notification on page 48*
- *Contacts List in Assistant on page 44*

Recording a User Name With Assistant

The name you have been assigned by the System Administrator is the name callers hear when they ask the Automated Receptionist to speak to you. The recorded name can be changed by specifying a different name for the computer-generated speech, or recording a sound file of your own.

The words that the Automated Receptionist uses to confirm a caller's request are not always the same as the user name or directory entry. For example, a caller may request to speak to "Ms. Margheim." However, you may want the Automated Receptionist to say "Diane Margheim" in confirmation, and the user name may be "Dr. Margheim".

Downloaded from www.Manualslib.com manuals search engine

You can also choose to record your own sound file instead of using the computer-generated speech. A sound file can be recorded using your phone handset.

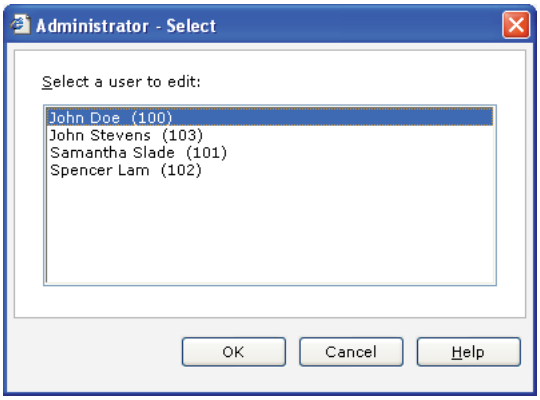
Note: *The System Administrator may also change the spoken name or file used for a user name through the Administrator software.*

Using computer-generated speech

Using Administrator you can listen to the computer-generated name for a user or to change the name being spoken.

To edit or check the computer-generated user name, do the following.

1. Click the **Phone System** button.
2. In the **Tasks** pane, under **Users**, click **Edit user**. The **Select a user to edit** list opens.



3. Click the name of the user that you want to edit, and then click **OK**.
4. Click the **Identification** tab, if it is not displayed.
5. Click the **Record Name...** button. The Specify Spoken Name dialog appears.

6. Type the name callers will hear in the **Words to say** box.
7. Click **Play** to ensure recording quality.

   Note: *If your name is not being pronounced correctly, try spelling it phonetically (the way it sounds) instead of the way it is spelt.*

8. When you have finished editing the spoken name, click **OK**.

Note: *If you select Use computer-generated speech, Microsoft Response Point automatically uses Microsoft Anna to record your sound files. If this text-to-speech program is not available, Microsoft Response Point chooses another Microsoft TTS program that comes with your operating system, regardless of which TTS program you've manually specified in Windows.*

Downloaded from www.Manualslib.com manuals search engine

Recording audio from a phone

If you are not satisfied with the computer-generated speech, you can specify that callers hear a recording after they ask to speak to a user. The recording can be made from any phone extension on the AastraLink RP Solution.

To record and audio message from a phone, do the following.

1. Click the **Phone System** button.
2. In the **Tasks** pane, under **Users**, click **Edit user**. Select the name of the user you want to edit and click **OK**.
3. Click the **Identification** tab, if it is not displayed.
4. Click the **Record Name...** button. The Specify Spoken Name dialog appears.

5. Click the **Use audio recorded on a phone** button.
6. Click the **Record New** button. The **Record Audio Using a Phone** window opens.

7. Select your extension to call for recording, and click record.

   The phone you select rings, and a message instructing you to say your name after the beep plays. Once you hear a beep, clearly say your name, then click **Stop** on your computer screen.

   Note: *Hanging up also stops the recording, but you will hear the sound of the phone hanging up at the end of your recording.*

8. Click **Play** to ensure recording quality.
9. When you are satisfied with the recording, click **OK**.
10. Click **OK** to close the **Specify Spoken Name** dialog.
11. Click **OK** once more to finish editing your user settings.

Downloaded from www.Manualslib.com manuals search engine

Using a Prerecorded Sound File

You may use an existing sound file if you prefer. The sound file needs to be recorded in a sound recording application such as Windows Sound Recorder, available in the Windows XP operating system. (Windows Vista includes a different recording capability. Review the documentation for Windows Vista to learn how to make recordings.)

When using a sound recording application to create sound files, use the PCM format and make sure that the sound files are 8 kHz, 16 bit, mono, WAV files. Likewise, you may find that the volume is too low. Adjust the volume in the sound recording application to your liking.

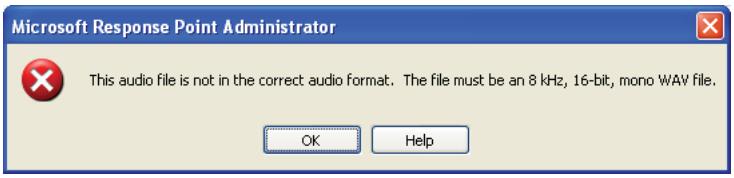
Make sure that the sound file for your name does not exceed 10 seconds.

To upload a prerecorded sound file to the base unit, do the following.

1. Click the **Phone System** button.
2. In the **Tasks** pane, under **Users**, click **Edit user**. Select the name of the user you want to edit and click **OK**.
3. Click the **Identification** tab, if it is not displayed.
4. Click the **Record Name...** button. The Specify Spoken Name dialog appears.

5. Click the **Use a prerecorded sound file uploaded to the base unit** button.
6. Click **Choose New File**.
7. Browse to the .WAV file location, select the file you want to upload and click **Open**.
8. Click **Play** to ensure recording quality.
9. When you are satisfied with the recording, click **OK**.

   Note: *If you select a file that is not a sound file in the right format, an error message is displayed.*


Microsoft Response Point Administrator
This audio file is not in the correct audio format. The file must be an 8 kHz, 16-bit, mono WAV file.
OK
Help

   Click OK to return to the Specify Spoken Name dialog, and choose an appropriate file or another option.

10. Click **OK** to close the **Specify Spoken Name** dialog.
11. Click **OK** once more to finish editing your user settings.

Downloaded from www.Manualslib.com manuals search engine

Upgrading Assistant

The Microsoft Response Point Assistant phone system software must be the same version as the software being used by the AastraLink RP 500 Base Unit and your System Administrator.

When logging on to Assistant, you may see a message that the version of the base unit is higher than the version of Assistant. When this occurs Assistant may need to be upgraded, however, the upgrade may be optional.

If you continue to log on without upgrading, but cannot connect to the base unit, ask the phone System Administrator for a newer version of the Assistant software.

Note: *When upgrading to a newer version of Assistant, your existing settings are maintained.*

To upgrade your Assistant software, do the following.

1. Locate the CD that contains the newest version of the Microsoft Response Point Assistant phone system software.
2. Insert the CD into the CD drive of your computer.

   Note: *If the Autoinstall window does not open, use the Windows Explorer to view the CD directory. Double-click Install.exe to start the installation process.*
3. Click **Install AastraLink RP software**.
4. Follow the prompts to install Assistant. When asked if you want to upgrade, click **Yes**.

Removing Assistant

To uninstall the Assistant software, use the add/remove programs option in the Windows control panel.

Downloaded from www.Manualslib.com manuals search engine

Phone Options via the Aastra Web UI

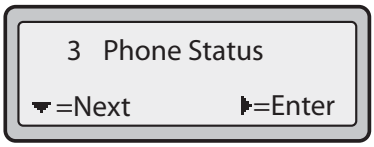
In addition to setting options on the phone interface, you can customize additional options using the Aastra Web UI. Both phone users and phone System Administrators can log on to the Aastra Web UI, but users are able to access fewer options.

The Aastra Web UI may be reached through the Assistant software, or by typing in the phone's IP address directly.

Finding Your Phone's IP Address

Use the following procedure to find your phone's IP address.

1. Press the Services key and select "**Options List**" from the menu for model 6751i RP, or press the Options key for models 6753i RP and 6757i CT RP.
2. Select **Phone Status** and press the 4 key.



3. Select "IP&MAC Addresses" and press the 4 key.

The IP address of your AastraLink RP phone displays in the "**IP Address**" field.

Accessing the Aastra Web UI

If you know the IP address of your AastraLink RP phone, you can type it directly into a web browser to access the Aastra Web UI. You can also reach the Aastra Web UI through the Microsoft Response Point Assistant program.

Downloaded from www.Manualslib.com manuals search engine

To open the Aastra Web UI for your phone, do the following.

Using Assistant

1. From within the Assistant program select **Settings** > **Phone Settings**, and proceed to step 2 below.

Using Your Web Browser

1. Open your web browser, enter the phone's IP address or host name into the address field and press <Enter>.

   The following logon screen displays.

2. At the prompt, enter your username and password and click OK

   Note: *For a user, the default user name is "user" and the password field is left blank.*

Downloaded from www.Manualslib.com manuals search engine

The Network Status window displays for the IP phone you are accessing, as shown here for model 6751i RP.

3. You can logout of the Aastra Web UI at any time by clicking **Log Off**.

Downloaded from www.Manualslib.com manuals search engine

The following categories display in the side menu of the Aastra Web UI when logged in as a User: **Status, Operation, Basic Settings**. Notice that some options appear only on the specific models indicated.

Headings	Descriptions
Status	**System Information** - Displays the network status and the MAC address of the IP phone. It also displays hardware and firmware information about the IP phone. The information in the Network Status window is read-only.
Operation	**User Password** - Allows you to change user password. (Default username is 'user' and password is blank.) **Phone Lock** - Allows you to assign an emergency dial plan to the phone, lock the phone to prevent any changes to the phone and to prevent use of the phone, and reset the user password. **Keypad Speeddial** (*model* 6751i RP)- Allows you to assign a speeddial number to a specific digit on the phone's keypad for speed dialing purposes. See *Speeddial Keys (6751i RP)* on page 63. **Programmable Keys**- (*model* 6753i RP) - Allows you to configure programmable keys. See *Programmable Keys (6753i RP & 6757i CT RP)* on page 66. **Softkeys and XML** - (*model* 6757i CT RP) - Allows you to configure softkeys and set XML options. See *Programmable Keys (6753i RP & 6757i CT RP)* on page 66. **Handset Keys** (*model* 6757i CT RP) - Allows you to program keys on the cordless handset. See *Programming Feature Keys* on page 84. **Directory** - Allows you to copy the Callers List and Directory List from your IP phone to your PC. See *Downloading the Callers List* on page 55. **Reset** - Allows you to restart the IP phone when required.
Basic Settings	**Preferences** - Allows you to configure incoming intercom call settings, ring tones (global basis only) and ring tone sets, and language settings.

Downloaded from www.Manualslib.com manuals search engine

Basic Phone Features

Microsoft t Response Point voice-activated dialing is accessed by picking up the receiver and pressing the blue Response Point button . If you aren't sure what to say, ask "What can I say?" for a list of options.

All calls may be dialed manually, or using the voice-activated dialing options of the AastraLink RP Solution. When using voice-dialing it is important to speak clearly, and say names exactly as they are listed in the directory.

Dialing a Number

AastraLink RP phones can be used for both manual and voice dialling.

To manually dial a number, do the following.

1. Take the phone off-hook by doing one of the following.
   - *Lifting the handset.*
   - *Pressing* Speaker/ Headset .
   - *Pressing* Speaker .
   - *Pressing a line/call appearance button.*
2. At the dial tone, enter the number you wish to call.

When your party picks up, a timer appears on your display that records the length of your call.

Note: *If you are unable to make calls within certain area codes, check with your System Administrator for any toll restrictions placed on your extension that may restrict your access to long distance area codes or dialing prefixes.*

Internal Calls

To manually dial an internal call:

- *Pick up the receiver and enter the extension number using the keypad.*

To voice-dial an internal call:

- *Press the Response Point button , and clearly say the name of the person you want to contact.*

External Calls

To manually dial an external call:

- *Pick up the receiver and dial 9, then enter the phone number using the keypad.*

Downloaded from www.Manualslib.com manuals search engine

To voice-dial an external call:

- *Press the Response Point button* *and say the name of the person you want to contact, followed by either "home," "work," or "mobile."*

Note: *Voice-dialing for external numbers only works with names and numbers you have entered in your contact list.*

Using Handsfree Speakerphone

Model 6751i RP

The handsfree speakerphone feature on model 6751i RP allows you to speak to someone without using the handset.

- *To dial using handsfree, press*

or a line key and enter a number at the dial tone (or just enter a number without lifting the handset).
- *To answer a call on your phone using handsfree, press*

.
- *When the handset is on hook, press*

to disconnect the call.

Note: *When handsfree is on, the speaker light turns on.*

Models 6753i RP and 6757i CT RP

The handsfree feature on models 6753i RP and 6757i CT RP allows you to speak to someone without using the handset or headset. Your phone must be in either the Speaker or Speaker/Headset audio mode. You can set your desired audio mode using the `Headset Settings` option from the Options list. For more information, see the section "*Customizing Your Phone*" in the ***Aastra 6753i RP or Aastra 6757i CT RP Installation Guide***.

- *To dial using handsfree, press*

and enter a number at the dial tone.
- *To answer a call on your phone using handsfree, press*

or the line/call appearance button.
- *If you are in Speaker audio mode, lift the handset and press*

to switch between handsfree and handset.
- *If you are in Speaker/headset audio mode, press*

to switch between handsfree and headset.
- *When the handset is on hook, press*

to disconnect the call.

Note: *When handsfree is on, the speaker light turns on.*

Using a Headset

Models 6753i RP and 6757i CT RP accept headsets through the modular RJ9 jack on the back of the phone. Contact your telephone equipment retailer or distributor to purchase a compatible headset.

Note: *Customers should read and observe all safety recommendations contained in headset operating guides when using any headset.*

Downloaded from www.Manualslib.com manuals search engine

Advanced Volume Controls for the Headset Mic

On the AastraLink RP, there are three options for the headset microphone volume.

To change the volume do the following.

1. Press Options to enter the Options list.
2. Use 2 to scroll down the list of options to Headset Settings and press 4 to select, or Press 7 to jump directly to this option, and press 4 to select.
3. Press 2 to scroll down to headset/mic volume and press 4 to select.
4. Use 2 to scroll down the list and press 4 to select your desired volume.
5. Press 4 to save changes and 3 to exit.
6. If you do not wish to save changes, press 3 to return to the previous screen.

Note: *By default, the volume for the headset microphone is set to medium.*

Making and Receiving Calls Using a Headset

To make or answer calls using a headset, do the following.

1. Ensure that you have selected a headset audio mode by accessing the Options list (under option Headset Settings).
2. Plug the headset into the jack.

   Press the Speaker/ Headset key to obtain a dial tone or to answer an incoming call.

   Note: *Depending on the audio mode selected from the options menu, a dial tone or an incoming call will be received on either the headset or the handsfree speakerphone.*

3. Press the Goodbye key to end the call.

Incoming Intercom Calls

On AastraLink RP phones, you can receive incoming intercom calls only. By default, the microphone for an incoming intercom call is OFF, and the automatic answer for an intercom call is ON.

Using the Aastra Web UI, you can enable (turn ON) or disable (turn OFF) the microphone or automatic answering (auto-answer) on the IP phone for incoming intercom calls. If auto-answer is enabled on the IP phone, the phone plays a tone to alert the user before answering the intercom call. If auto-answer is disabled, the phone rejects the incoming intercom call and sends a busy signal to the caller.

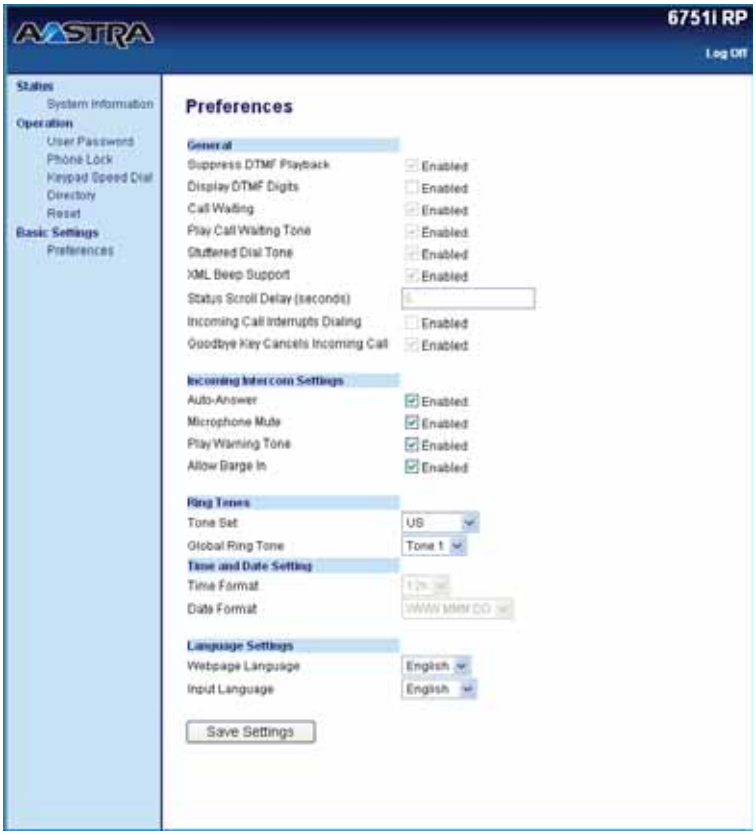
Note: *Your System Administrator can configure outgoing Intercom calls using the Icom button.*

Downloaded from www.Manualslib.com manuals search engine

Enabling/Disabling Microphone and Auto-Answer

To enable/disable the microphone and/or auto-answer on your IP phone do the following.

1. From within the Assistant program select **Settings** > **Phone Settings**, and logon to the Aastra Web UI.
2. Click **Preferences**. The **Preferences** window opens.



The "**Microphone Mute**" field is enabled by default (turned OFF).
The "Auto-Answer" field is enabled by default (turned ON).

3. To disable the "**Microphone Mute**" field (turn ON), uncheck the check box.
4. To disable the "**Auto-Answer**" field (turn OFF), uncheck the check box.
5. Click Save Settings to save your changes.
6. Click **Operation>Reset**.
7. In the "**Restart Phone**" field click Restart to restart the IP phone.

Redial

The Redial List stores up to the last 100 numbers you called, allowing you to scroll through and select the number you wish to redial.

Note: *Your System Administrator can set your Redial key to speeddial a specific number. Contact your System Administrator for more information.*

Downloaded from www.Manualslib.com manuals search engine

Last Number Redial

The IP phone has an enhanced redial user interface that allows a user to quickly redial the last number that was dialed out from the phone.

- *Press* Redial *twice to redial the last number dialed.*

Note: *The last number redial feature for the Redial key is static and is not configurable.*

Redial List

The Redial List stores up to 100 of the most recently dialed numbers.

To access the Redial List on your phone do the following.

1. Press Redial to display the most recently dialed number and use 2 5 to scroll through the list to view the other numbers
2. To dial the displayed number do one of the following.

- *Press* Redial *again.*
- *Press* Speaker/ Headset *or* Speaker .
- *Lift the handset.*
- *Press any line key.*

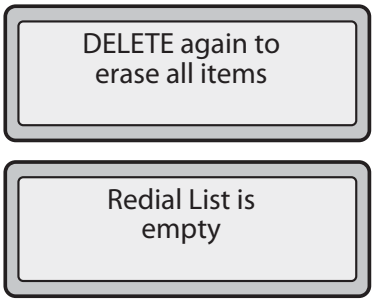
Note: *Press* Goodbye *or the* Redial *key to cancel.*

Deleting from the Redial List

The Redial List stores up to 100 of the most recently dialed numbers. Individual entries in the Redial List cannot be deleted, but you can delete all entries in the Redial List.

To delete the Redial List from your phone do the following.

1. Press Redial .
2. Press the **Delete** Key, then press the **Delete** Key again at the prompt to erase all items.



Downloaded from www.Manualslib.com manuals search engine

Mute

Press the Mute button at any time to mute handset, headset or handsfree. The speaker light flashes slowly and you can hear the caller, but they cannot hear you. To switch mute on or off, press Mute.

Note: *If you place a muted call on hold, the phone automatically takes the call off mute when you reconnect to the call.*

Receiving Calls

When a call is ringing at your extension, you see the Inbound Call Screen. The line/call appearance light flashes quickly for the incoming call.

Answering an Incoming Call

Calls can be answered using the phone handset, the speakerphone, or the headset (for models supporting a headset).

To answer an incoming call do one of the following.

- *Lift the handset for handset operation.*
- *Press* Speaker *for handsfree operation on model 6751i RP or press the line/call appearance button for the incoming call.*
- *Press* Speaker/ Headset *for handsfree or headset operation on models 6753i RP and 6757i CT RP or press the line/call appearance button for the incoming call.*

  Note: *For models 6753i RP and 6757i CT RP the audio mode setting you have selected in the options list under* `Headset Settings` *determines if the call goes to handsfree or headset operation. For more information, see the section "Customizing Your Phone" in the Aastra Phone Installation Guide.*

If the phone is already connected to a call, answering the new incoming call automatically places the existing call on hold. To reconnect to a party, press the line/call appearance button for that call.

If you cannot answer the call, the caller goes to voicemail if voicemail has been configured for your extension.

Note: *The* Goodbye *button can be used to cancel the call pickup procedure.*

Sending an Incoming Call to Voicemail

You can send an incoming call directly to voicemail without answering the call. To do this, press Goodbye without picking up the handset.

If you're already on the phone your incoming call goes directly to voicemail. Your phone screen displays a voicemail icon (✉) along with the number of waiting messages, if you have unheard messages
(example: " ✉ `x4`, or `"4 New Messages"`).

Downloaded from www.Manualslib.com manuals search engine

Ending Calls

To end a call, you first need to connect to the call if not already connected (for example, if your caller is on hold).

To end a connected call, do one of the following.

- *Press* Goodbye .
- *Press the line/call appearance button of the active call.*
- *Place the handset back on hook (if connected through the handset).*

Voicemail

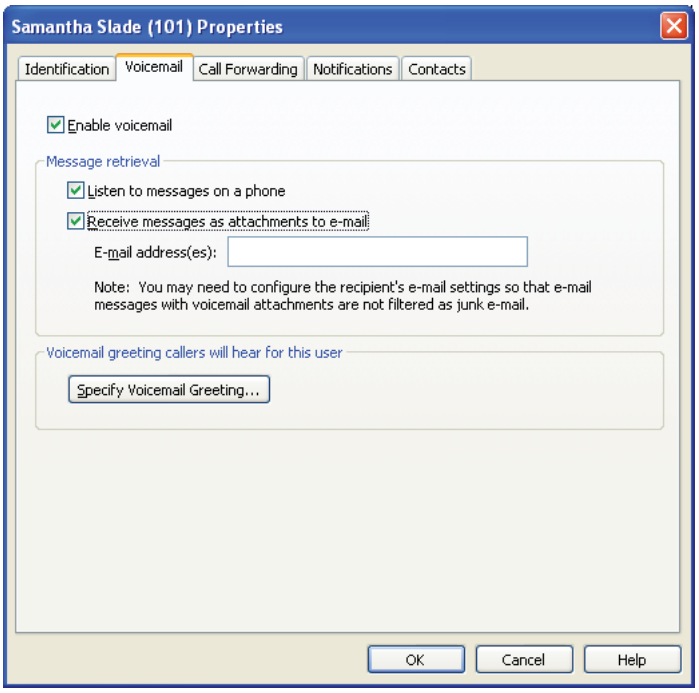
The AastraLink RP Solution offers different voicemail options you can specify using the Microsoft Response Point Assistant software. Voicemail can be retrieved from your phone extension, from other phones in the AastraLink RP system, or from outside of the office.

Configuring Voicemail

You can specify how you want to retrieve your voice messages—either by phone, as attachments to e-mail messages, or both.

To specify how you retrieve voicemail using Assistant, do the following.

1. On the **Settings** menu, click **Voicemail**.



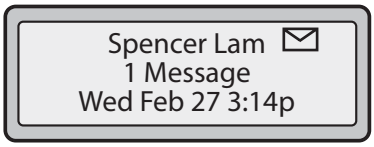
2. Decide whether to receive your voice messages by phone or as an e-mail attachment, or both.
3. Under **Message retrieval**, select the option you want. If you selected the **Receive messages as attachments to e-mail** check box, type the e-mail address to which you want the voicemail sent.
4. Click **OK** in the **User Properties dialog** box.

Downloaded from www.Manualslib.com manuals search engine

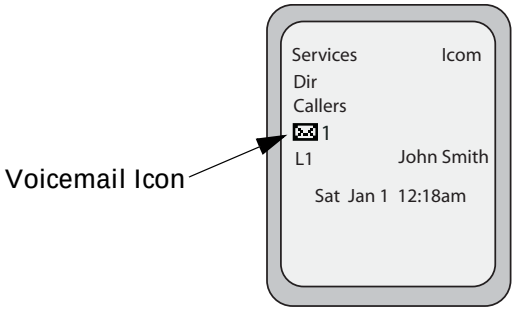
Voicemail Indication

When you receive a voicemail message, you are notified in one of two ways.

- *If you opted to **Receive messages as attachments to email** in the Assistant **Voicemail** tab, you get an email.*
- *If you opted to **Listen to voice messages on a phone** in the Assistant **Voicemail** tab, you see the message indicator light on your phone flashing. The phone screen indicates how many messages you have waiting in the AastraLink RP system, and an envelope appears beside your name for models 6751i RP and 6753i RP.*



The screen for model 6757i CT RP shows an envelope with the number of messages directly beside it.



Idle Screen

The message indicator light and phone screen messages remains until you listen to the new voicemail message.

Retrieving Voicemail

To access your voicemail when in the office, do the following.

1. Press the Response Point button , and say "Voicemail."

   ***Note:** Microsoft Response Point assumes that you want to check voicemail for the primary extension number of the phone that you're using. If you want to check voicemail for another extension number, press the star key (*), and then enter the extension number using the keypad. Before picking up the receiver use the RIGHT and LEFT arrow keys to change lines on multiple line phones.*

2. When prompted, enter the password for this voicemail box using the keypad.

   ***Note:** This password is the same for logging on to Assistant. If you haven't changed it, the default password is 9999.*

3. Listen to the instructions, and select the number of the option that you want.

   ***Note:** Voice messages that you retrieve by phone are stored on the base unit for up to 30 days from the time a caller leaves you a voice message—not from the time you save a voice message. Voicemail files older than 15 days may be deleted if the base unit does not have enough free space. If you would like to guarantee that Microsoft Response Point will not delete a voice message after 15 days, you should choose to receive voice messages as e-mail attachments.*

Downloaded from www.Manualslib.com manuals search engine

Remote Voicemail Retrieval

To access your voicemail when out of the office, do the following.

1. From an outside phone, dial your office phone number.
2. When connected, if the Automated Receptionist answers, say "Voicemail" or dial 886; if the receptionist answers, asked to be transferred to voicemail.
3. When prompted, enter the extension number for which you want to check voicemail using the keypad.
4. When prompted, enter the password for this voicemail box using the keypad.

   Note: *This password is the same for logging on to Assistant. If you haven't changed it, the default password is 9999.*

5. Listen to the instructions, and select the number of the option that you want.

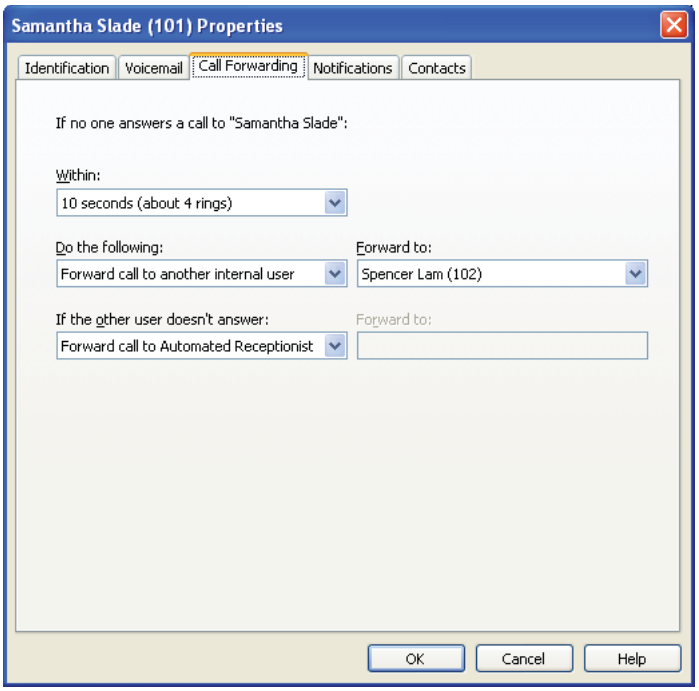
   Note: *Voice messages that you retrieve by phone are stored on the base unit for up to 30 days from the time a caller leaves you a voice message—not from the time you save a voice message. Voicemail files older than 15 days may be deleted if the base unit does not have enough free space. If you would like to guarantee that Microsoft Response Point will not delete a voice message after 15 days, you should choose to receive voice messages as e-mail attachments. Voice messages sent as e-mail attachments are not stored on the base unit, and therefore they are not deleted by the base unit.*

Forwarding Calls

Using Assistant, you can forward a call to another extension number, an external phone number, to voicemail, or to the Automated Receptionist. You can also specify an alternative if your first choice for handling calls is unavailable.

To handle your calls when you cannot answer your phone do the following.

1. On the **Settings** menu in Assistant, click **Call Forwarding**. The Assistant **Call Forwarding** tab opens.



Downloaded from www.Manualslib.com manuals search engine

2. In the **Within** box, specify how many seconds and approximate rings should pass before the call is forwarded.
3. In the **Do the following** box, click one of the methods to specify where the forwarded call should go.
4. If you specify that calls should be forwarded to another user, click the user and extension number in the Forward to list.
5. Specify an alternative method for call forwarding using the **If the other user doesn't answer** and **Forward to** lists, if necessary.

   Note: *If you have forwarded to another user, the call may end up going to their voicemail if they are away from the phone and have set their own call forwarding options.*
6. Click **OK** in the **User Properties** dialog box.

Call Transfer

You transfer calls by pressing the Response Point button on your phone and using voice dialing to say the name of your coworker, or by dialing manually.

Transferring with Response Point

To transfer a call using voice dialing, do the following.

1. Tell the caller that you are going to transfer the call.
2. Press the Response Point button .
3. Say "Transfer my call to," and then say the name to which you want to transfer the call.

Transferring Manually

To transfer a call using manual dialing, do the following.

1. Tell the caller that you are going to transfer the call.
2. Press the Response Point button .
3. Hang up the phone.
4. Press 7 * 0 followed by the extension number.

5. Lift the receiver and listen until you hear "...transferring. You may now hang up."
6. Hang up the phone.

Downloaded from www.Manualslib.com manuals search engine

Call Park

Parking a call is like holding a call, except that it can be picked up on any phone in your office. Response Point supports nine parking spaces for calls.

Note: *If you place a call internally to another employee and that employee parks the call, and then you put the call on hold, the connection will be terminated when the employee you called retrieves the call.*

To park and retrieve a call using voice dialing, do the following.

1. Press the Response Point button to park the call. The Automated Receptionist tells you the space number in which the call is parked.

2. From a phone, press the Response Point button and say "Retrieve," and then say the call number. For example, say "Retrieve call 1."

   Note: *If you're retrieving a call from the same phone where you parked it and only one call is parked, you can simply say "Retrieve my call."*

Contacts List in Assistant

Importing Contacts

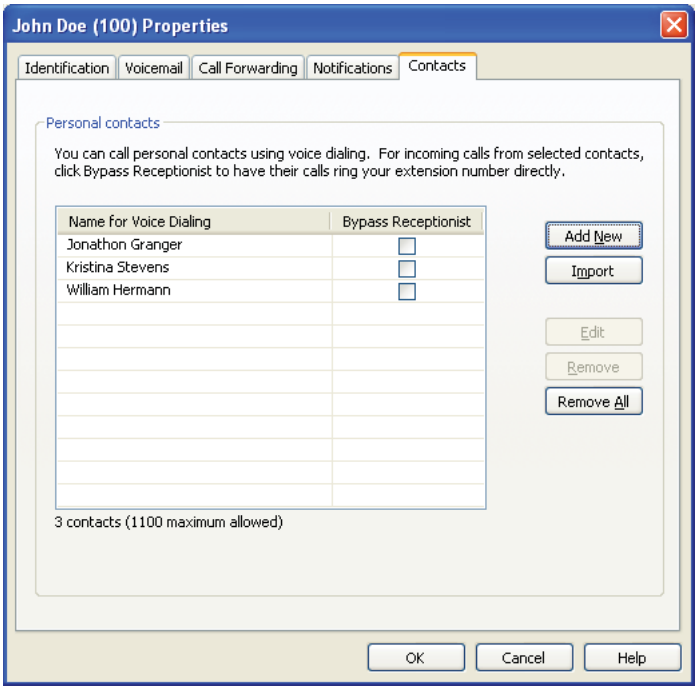
You can import a maximum of 1100 contacts (including contacts already in Assistant) from a contact store, such as Outlook, Windows Address Book (for Windows XP), or Windows Contacts (for Windows Vista). It's a best practice to import only those contacts that you use regularly. Importing unnecessary contacts consumes memory—which may affect how well the Automated Receptionist interprets the speech of callers.

Microsoft Response Point prevents you from importing contacts if the storage space on the base unit has reached full capacity. In this case, contact System Administrator for assistance.

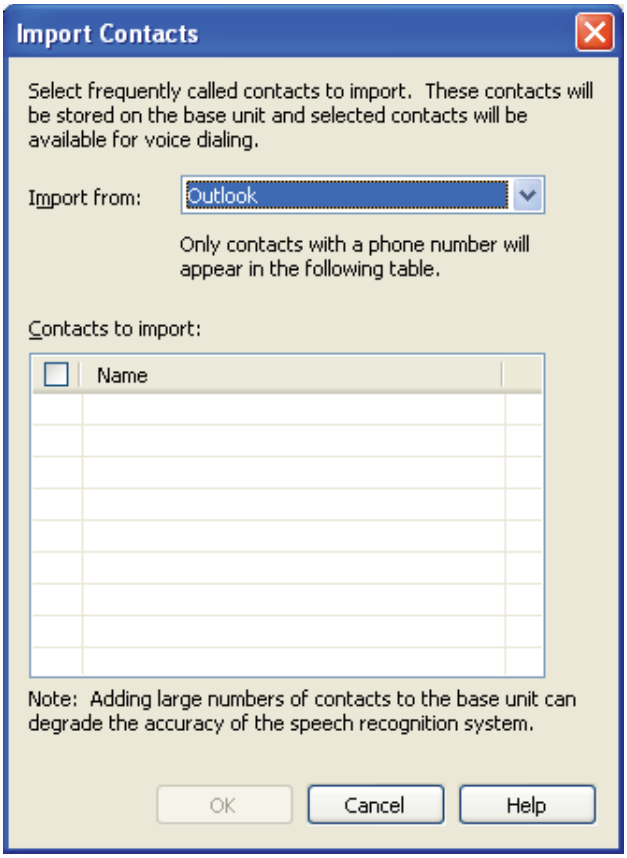
Downloaded from www.Manualslib.com manuals search engine

To import contacts from a contact store using Assistant, do the following.

1. On the Settings menu, click **Contacts**. The **Contacts** tab opens.



2. Click **Import**, and the Import Contacts dialog appears.


Import Contacts
Select frequently called contacts to import. These contacts will be stored on the base unit and selected contacts will be available for voice dialing.
Import from:
Outlook
Only contacts with a phone number will appear in the following table.
Contacts to import:
Name
Note: Adding large numbers of contacts to the base unit can degrade the accuracy of the speech recognition system.
OK
Cancel
Help

3. Follow the steps listed in the **Import Contacts** dialog box, and click **OK**.

Downloaded from www.Manualslib.com manuals search engine

4. Click **OK** in the **User Properties** dialog box.

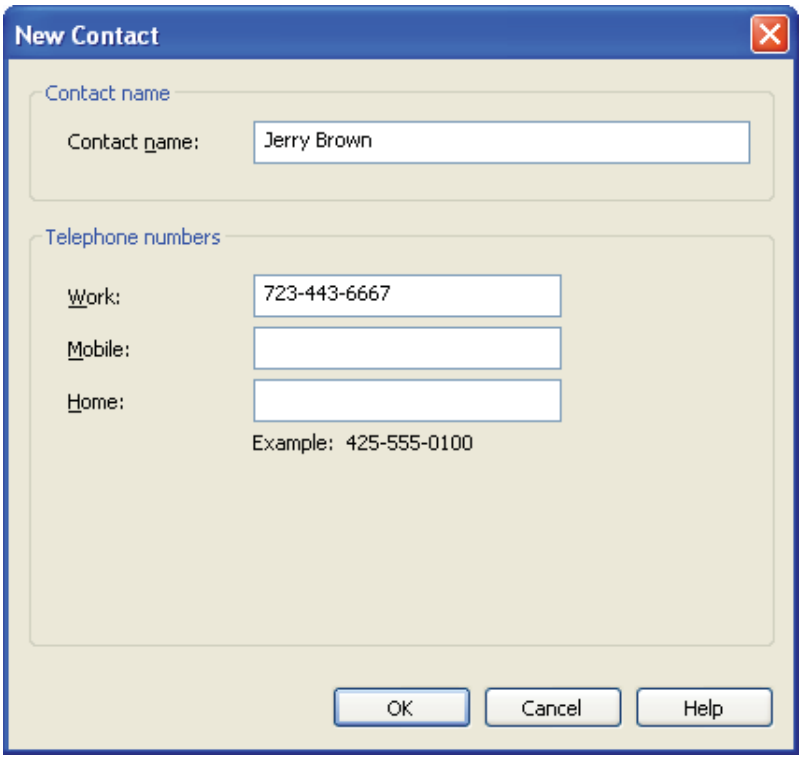
   Note: *There is no relationship between the contact information that you enter on the Contacts tab and the caller ID information that incoming call notifications display. The phone company provides caller ID information.*

Adding Contacts

You can enter contacts into the Assistant program one by one. Contacts you add can be accessed using voice dialling. Your personal contact list has space for 1100 contacts, but in addition Microsoft Response Point prevents you from adding contacts if the storage space on the base unit has reached full capacity. In this case, contact System Administrator for assistance.

To add contacts to the Contacts list in Assistant, do the following.

1. On the Settings menu, click **Contacts**. The **Contacts** tab opens, displaying your contacts list.
2. Click **Add New**, and the **New Contact** dialog opens.



3. Enter the contact information that you want to add, and click **OK**.
4. Click **OK** in the **User Properties** dialog box.

Editing Contacts

You may want to update the personal contacts stored in Microsoft Response Point Assistant as names and numbers change.

To edit your contacts using Assistant, do the following.

1. On the **Settings** menu, click **Contacts**.
2. In the **Name for Voice Dialing** column, select a contact to edit, and then click **Edit**.
3. After editing the contact, click **OK**.

Downloaded from www.Manualslib.com manuals search engine

4. Click **OK** in the **User Properties** dialog box.

   Note: *There is no relationship between the contact information that you enter on the Contacts tab and the caller ID information that incoming call notifications display. The phone company provides caller ID information.*

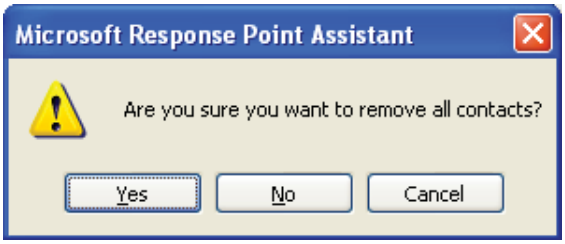
Deleting Contacts

You may be asked to delete some contacts if the limit for the phone system has been reached. Likewise, if you want to add contacts but your personal limit of 1100 has been reached, you must delete contacts that you use infrequently before adding the new ones.

To delete contacts using Assistant, do the following.

1. On the **Settings** menu, click **Contacts**.
2. In the list of contacts, select the names that you want to delete, and click **Remove**. To delete all contacts, click **Remove All**.

   If you choose to remove all contacts, a warning displays allowing you to change your mind.



3. Click **OK**.
4. Click **OK** in the **User Properties** dialog box.

Downloaded from www.Manualslib.com manuals search engine

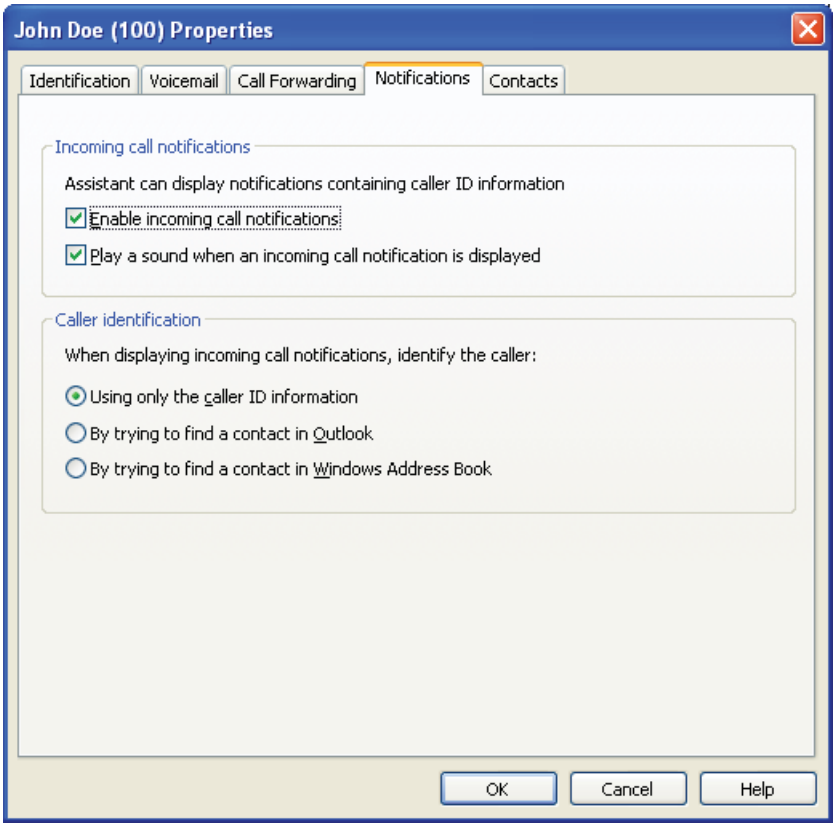
Call Notification

You can display incoming call notifications in the lower-right corner of your computer screen by setting options on the Notifications tab. You'll see call notifications for up to four extension numbers associated with your phone. These notifications include caller ID information provided by the phone company as well as information in an associated contact store, such as Outlook, Windows Address Book (for Windows XP), or Windows Contacts (for Windows Vista), if any.

You can also set the incoming call notification on your computer to play a sound when a new call appears.

To set your call notifications using Assistant, do the following.

1. On the **Settings** menu, click **Notifications**. The **Notifications** tab appears.


John Doe (100) Properties
Identification
Voicemail
Call Forwarding
Notifications
Contacts
Incoming call notifications
Assistant can display notifications containing caller ID information
Enable incoming call notifications
Play a sound when an incoming call notification is displayed
Caller identification
When displaying incoming call notifications, identify the caller:
Using only the caller ID information
By trying to find a contact in Outlook
By trying to find a contact in Windows Address Book
OK
Cancel
Help

2. If you would like incoming call notifications to appear, select the **Enable incoming call notifications** check box.
3. If you want to hear a sound when a call comes in, select the **Play a sound when a notification is displayed** check box.
4. Under **Caller identification**, specify the e-mail program that contains your contacts (such as Outlook).
5. Click **OK** in the **User Properties** dialog box.

Downloaded from www.Manualslib.com manuals search engine

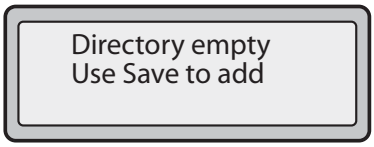
Phone Directory List

The phone Directory List is your personal phone book, conveniently stored within your phone. You can enter up to 200 entries into the Directory by adding them manually, or by saving the number and name from other lists stored on your phone. Each entry can contain a maximum of 16 letters and numbers.

Accessing Your Directory

To access the Directory list on your phone, do the following.

1. On model 6753i RP or 6757i CT RP press the **Directory** Key. On model 6751i RP press the **Options** key and scroll down until you reach the Directory. The Directory displays the number of entries in your list. If the Directory list is empty, `Directory Empty/Use Save to add` is displayed.



2. You can access phone Directory entries by pressing 2 5 to scroll through the list.
3. To search for an entry by name, press the dial pad number corresponding to the first letter of the name (for example, press **7** for the letter **P**). Continue to press the dial pad number to access other letters on the same key (for example, press **7** three times for '`Ron`'). If there are multiple entries under the same letter, you can use 2 5 to scroll through the list, or continue to press the next letters of the name to find a better match.
4. To dial the displayed number press Speaker/ Headset or Speaker or just lift the handset or press any line key.
5. Press the **Directory** Key to cancel and exit the phone Directory.

Saving Numbers and Names to the Phone Directory

You can save a number to your phone Directory from your display during a call, from the Redial List or Callers List, or by entering a new number and name.

Saving from the Display

During a call you can save the name and/or number displayed on your screen to the phone Directory.

To save a new phone Directory entry during a call, do the following.

1. Press the **Save** Key Save during the call.

2. Press the **Directory** Key, or for model 6751i RP press the **Services** key Services and scroll to the Directory.

Downloaded from www.Manualslib.com manuals search engine

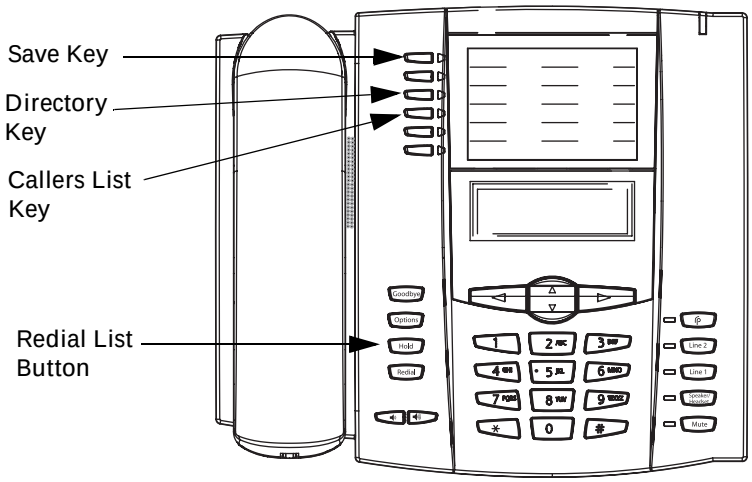
If a name is displayed both the number and name are saved in the Directory. If no name or Unknown Name displays, you can enter the name using the dial pad.

3. Press the **Save** Key Save to finish saving the new phone Directory entry.

Saving from the Callers and Redial Lists

Calls recorded in the Callers List or Redial List can be added to the phone Directory.

The following illustration is a reference for model 6753i RP.



To save an entry from the Callers List or Redial List to the phone Directory, do the following.

1. If saving from the Callers List press the **Callers List** Key, or for model 6751i RP press the **Services** key Services and scroll to the Callers List. If saving from the Redial List press the **Redial List** button Redial.
2. From the Callers List or Redial List, scroll through the list to find the name and number you want to save to your Directory.
3. Press the **Save** key Save.
4. Press the **Directory** Key, or for the model 6751i RP press the **Services** key Services and scroll to the Directory. If the name is displayed with the number, both are saved to the Directory. If no name is displayed, you can enter the name using the dial pad and then press **Save**.

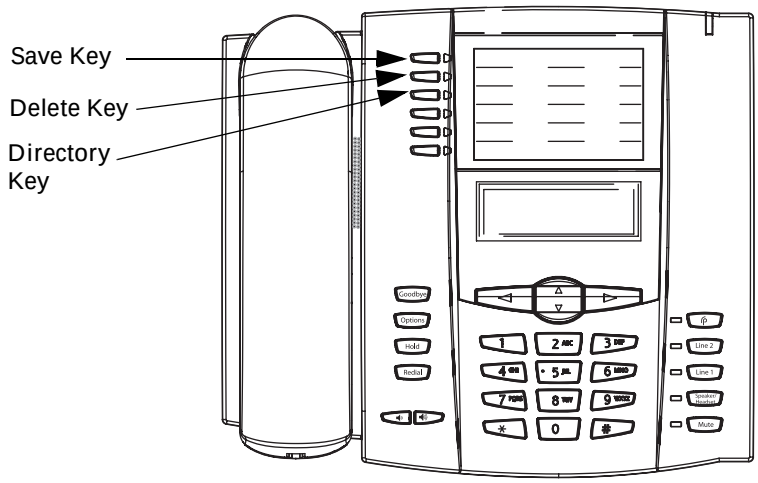
Entering a New Number and Name into the Directory

Entries in the phone Directory List can be added manually from your phone at your convenience. Each entry can contain a maximum of 16 letters and numbers.

The procedures for saving new Directory entries vary for different phone models. Please read carefully and ensure you are following the correct instructions for your Aastra RP phone model.

Downloaded from www.Manualslib.com manuals search engine

The following illustration is a reference for model 6753i RP.



For models 6753i RP and 6757i CT RP do the following.

1. Press the **Save** Key Save. At the "**Save to?**" prompt, press the **Directory** Key.
2. Use the dial pad key to enter the number.

   Note: *To add a one second pause during number editing press* Goodbye .

3. Press the **Save** Key Save. At the "Enter Name" prompt, use the dial pad to select the letters. Continue to press the number key to access the next letter for that key (for example, press **2** three times to access **C**). Press 4 to move to the next space, or wait a moment and the cursor automatically advances. To insert a space between letters, press 4 .
4. To backspace and erase a mistake, press 3 or press the **Delete** Key.
5. Press the **Save** Key Save to finish.

For model 6751i RP do the following.

1. Press the **Services** Key Services and scroll to the Directory.
2. Press the **Save** key Save.
3. Use the dial pad key to enter the number.

Note: *To add a one second pause during number editing press* Goodbye .

4. Press the **Save** Key Save. At the "Enter Name" prompt, use the dial pad to select the letters. Continue to press the number key to access the next letter for that key (for example, press **2** three times to access **C**). Press 4 to move to the next space, or wait a moment and the cursor automatically advances. To insert a space between letters, press 4 .
5. To backspace and erase a mistake, press 3 or press the **Delete** Key.

Downloaded from www.Manualslib.com manuals search engine

6. Press the **Save** Key Save to finish.

Editing the Directory

Directory entries saved in your phone can be

To edit a listing in your phone Directory, do the following.

1. Press the **Directory** Key, or for model 6751i RP press the **Services** key Services and scroll to the Directory.
2. Access the entry you want to edit by pressing the first letter of the name on the dial pad, and 2 5 to scroll through the list.
3. To begin editing press 3 . Press 3 again to erase the numbers or letters to the left or use the dial pad to enter additional digits or characters once you have saved the number. If you don't want to change the number or name just press the **Directory** Key or the **Goodbye** Key at any time to exit.
4. Press the **Save** Key Save to finish.

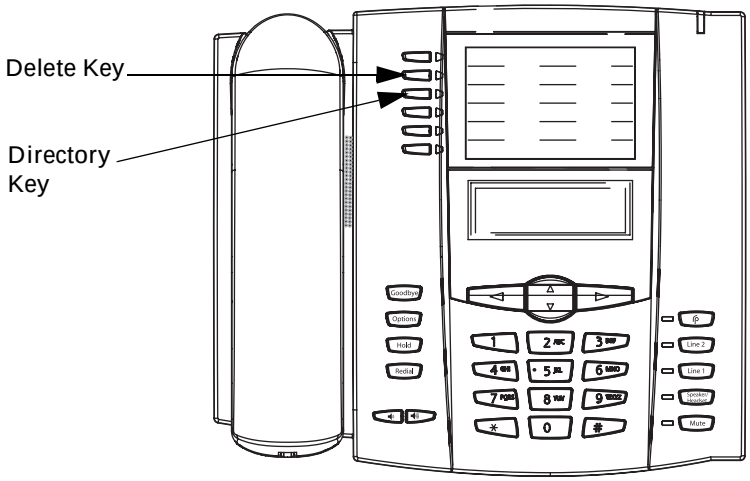
Deleting Items from Directory

You can delete individual items from your Directory, or you can delete all items in the Directory in one step.

Note: *Deleted Directory entries cannot be retrieved. Delete with caution.*

Deleting Individual Directory Items

The following illustration is a reference for model 6753i RP.

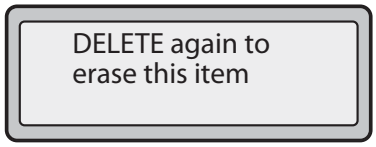


To delete individual Directory items, do the following.

1. Press the **Directory** Key, or for model 6751i RP press the **Services** key Services and scroll to the Directory.
2. Press 2 5 to find the item you want to delete.

Downloaded from www.Manualslib.com manuals search engine

3. Press the **Delete** Key.
4. Press the **Delete** Key again at the prompt to erase the item.

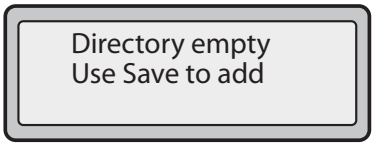


Deleting All Directory Items

To delete all Directory items, do the following.

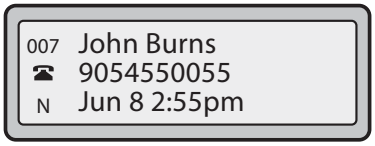
1. Press the **Directory** Key, or for model 6751i RP press the **Services** key

and scroll to the Directory.
2. Press the **Delete** Key.
3. Press the **Delete** Key again at the prompt to erase all items.



Callers List

The AastraLink RP telephone stores information on up to 200 incoming calls in the Callers List. Your telephone logs the number and name (if available) of the caller, when they last called, and the number of times they tried to reach you.



When the Callers List is full, the oldest call records are deleted to accommodate new caller information. The current Callers List can be downloaded from your phone using the Aastra Web UI, should you want to save the entries.

If the telephone number of an incoming or outgoing call matches a number that you have programmed with a name in a programmable key or the phone Directory, the Callers List displays the name and number.

Downloaded from www.Manualslib.com manuals search engine

The phone display shows you how many callers have been added to the Callers List since you last checked it. The following table explains some of the Callers List icons that appear on your phone screen.

Caller's List Screen Display

Display Item	Description
450-349-0438	Indicates you have returned the call from the Callers List.
N MAR 09 3:30PM 2x	"N" indicates a new call.
XX New Callers	When you are not on the telephone and not in the Callers List, the display shows you how many callers have been added to the list since you last checked it.
	Indicates an unanswered call in the Callers List.
	Indicates an answered call in the Callers List.
	Indicates a Call Waiting call in the Callers List.
	Indicates an incoming Call Waiting call.
John Burns 9054550055 Jun 8 2:41PM 2X	"2x" indicates this caller has called twice. The display shows the date and time of the last call from that caller.

Accessing the Callers List

Using the phone UI you can view, scroll, and delete line items in the Callers List. You can also dial directly from a displayed line item in the Callers List.

To access the Callers List on your phone, do the following.

1. Press the **Callers List** Key, or for model 6751i RP press the **Services** key

and scroll to the Callers List.
2. Press 2 5 to move through the Callers List. Press 2 to see the most recent call, or 5 to see the oldest call on your list.
3. To dial the displayed number just press

or lift the Handset or press any line keys.
4. Press the **Callers List** Key to cancel.

Editing in the Callers List

The Caller List does not save changes. Editing in the Callers List is useful only if you plan to call the number and need to add a prefix.

To edit an entry in the Callers List before dialling the number, do the following.

1. Press the **Callers List** Key, or for model 6751i RP press the **Services** key

and scroll to the Callers List.
2. Press 2 5 to find the entry you want to edit. Press 2 to view the most recent call, or 5 to see the oldest call on your list.
3. Press any key on the dial pad to begin editing.
4. To move the cursor one digit to the right, press 4 . To erase one digit to the left of the cursor, press 3 .

Downloaded from www.Manualslib.com manuals search engine

5. To dial the displayed number press Speaker/Headset, or just lift the handset, or press any line keys.

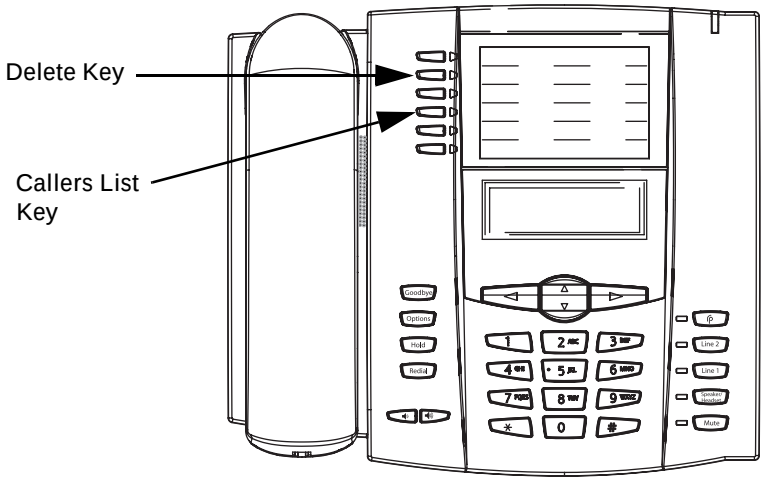
Note: *Changes you make to the Callers List are not saved.*

Deleting from the Callers List

Calls recorded in the Callers List can be deleted individually, or you can delete all items in the Callers List.

Deleting individual Callers List entries

This illustration is a reference for model 6753i RP.



1. Press the **Callers List** Key, or for model 6751i RP press the **Services** key Services and scroll to the Callers List.
2. Press 25 to find the item you want to delete.
3. Press the **Delete** Key.
4. Press the **Delete** Key again at the prompt to erase the item.

Deleting all Callers List entries

Use the following procedure to delete all items from the Callers List.

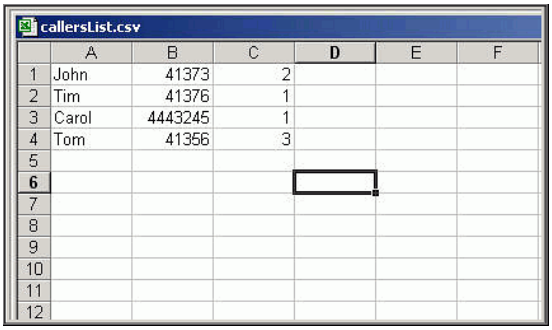
1. Press the **Callers List** Key, or for model 6751i RP press the **Services** key Services and scroll to the Callers List.
2. Press the **Delete** Key.
3. Press the **Delete** Key again at the prompt to erase all items.

Downloading the Callers List

The Callers List can be downloaded using the Aastra Web UI, and saved to your PC for viewing. When you download the Callers List, the phone stores the file *callerlist.csv* to your computer in comma-separated value (CSV) format.

Downloaded from www.Manualslib.com manuals search engine

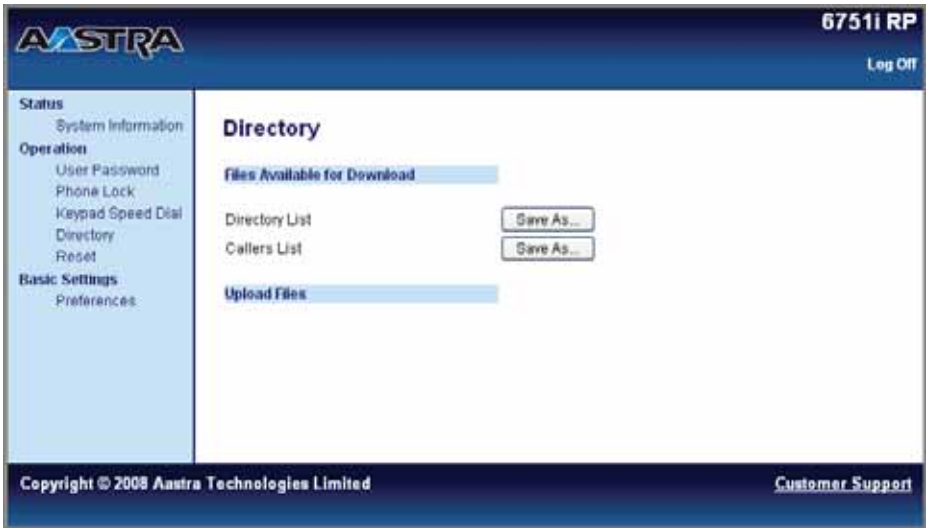
You can use any spreadsheet application to open the file for viewing. The following is an example of a Callers List in a spreadsheet application. This file displays the name, phone number, and the line that the call came in on.



	A	B	C	D	E	F
1	John	41373	2			
2	Tim	41376	1			
3	Carol	4443245	1			
4	Tom	41356	3			
5						
6						
7						
8						
9						
10						
11						
12						

To download the callers list from your phone do the following.

1. From within the Assistant program select **Settings** > **Phone Settings**, and logon to the Aastra Web UI.
2. Click **Directory**. The Directory window opens.



3. In the Callers List field, click Save As... .
   A File Download message displays.
4. Click **OK**.
5. Enter the location on your computer where you want to download the Callers List and click **Save**.
   The *callerslist.csv* file downloads to your computer.
6. Use a spreadsheet application to open and view the Callers List.

Ring Tones and Tone Sets

You can configure ring tones and ring tone sets on your IP phone. There are several distinct ring tones a user can select from to set on the IP phones. You can enable/disable these ring tones on a global or per-line basis.

Downloaded from www.Manualslib.com manuals search engine

Ring Tones

The following table identifies the valid settings and default values for each type of configuration method.

Configuration Method	Valid Values	Default Values
IP Phone UI	***Global:*** Tone 1 Tone 2 Tone 3 Tone 4 Tone 5	***Global:*** Tone 1
Aastra Web UI	***Global:*** Tone 1 Tone 2 Tone 3 Tone 4 Tone 5 Silent ***Per-Line:*** Global Tone 1 Tone 2 Tone 3 Tone 4	***Global:*** Tone 1 ***Per-Line:*** Global

Ring Tone Sets

In addition to ring tones, you can configure ring tone sets on a global-basis on the IP phone. Ring tone sets consist of tones customized for a specific country. The ring tone sets you can configure on the IP phones are:

- ***US (Default - also used in Canada)***
- *United Kingdom*
- *Italy*
- *Germany*
- *France*
- *Europe (generic tones)*
- *Australia*

When you configure the country's tone set, the country-specific tone is heard on the phone for the following:

- *dial tone*
- *secondary dial tone*
- *ring tone*
- *busy tone*
- *congestion tones*
- *call waiting tone*
- *ring cadence pattern*

Downloaded from www.Manualslib.com manuals search engine

Configuring Ring Tones and Tone Sets

Ring tones and ring tone sets can be configured using either the phone UI, or the Aastra Web UI. Per-line configuration can only be set using the Aastra Web UI.

Using the Phone UI

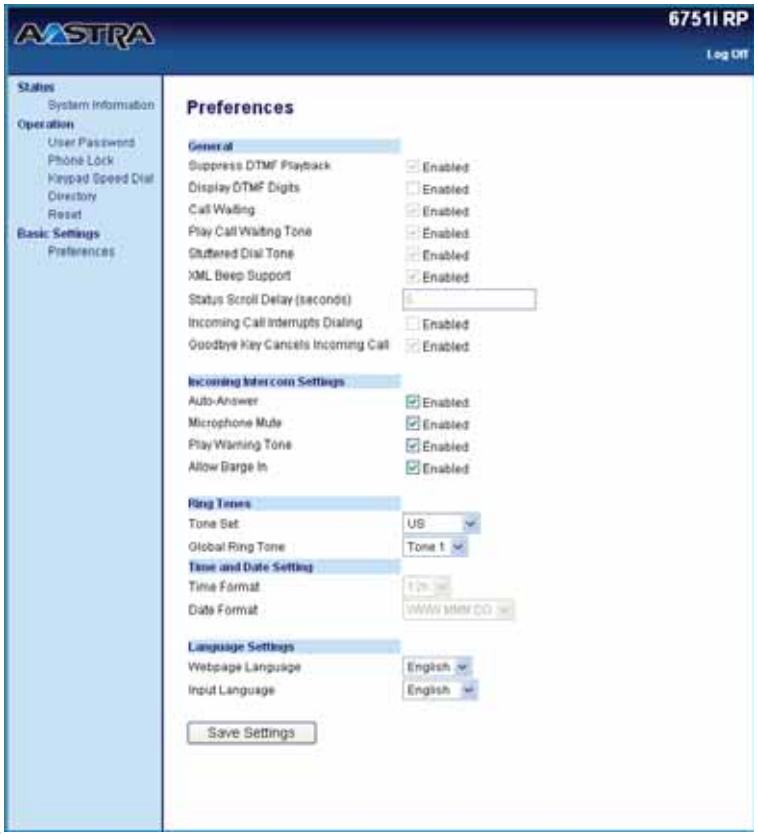
For global configuration of ring tones and ring tone sets, do the following.

1. Press Options, or press **Services** Services and scroll down to the Options list (model 6751i RP).
2. Select `Tones`.
3. Select `Set Ring Tone`.
4. Select the type of `ring tone` (`Tone 1` through `Tone 5`, or `Silent`).
5. Select `Set` and then press 2.
6. Select `Tone Set`.
7. Select the country for which you want to apply the tone set. Valid values are `Australia`, `Europe`, `France`, `Germany`, `Italy`, `UK`, and `US`. Default is `US`.
8. Press 4.
   The ring tone and tone set you select is immediately applied to the IP phone.

Using the Aastra Web UI

To configure ring tones and tone sets

1. From within the Assistant program select Settings > Phone Settings, and logon to the Aastra Web UI.
2. Click **Preferences**. The Preferences window opens.



Downloaded from www.Manualslib.com manuals search engine

For global configuration:

1. In the "**Ring Tones**" section, select a country from the "**Tone Set**" field.
2. Select a value from the "**Global Ring Tone**" field.

Note: *See the Ring Tone Sets on page 57 for valid values.*

For per-line configuration:

1. In the "**Ring Tone**" section, select a line for which you want to set ring tone.
2. Select a value from the "**LineN**" field.

Note: *See the Ring Tone Sets on page 57 for valid values.*

For both global and per-line configurations:

3. Click Save Settings to save your settings. These changes are not dynamic. You must restart your IP phone for the changes to take affect.
4. Click **Operation->Reset**.
5. In the "**Restart Phone**" field click Restart to restart the IP phone and apply the ring tone.

Downloaded from www.Manualslib.com manuals search engine

Advanced Phone Features

Aastra IP phones provide several built-in features valuable to business users such as 3-way conference calling and foreign language support. Not all features are available for all Aastra IP phone models. Check the model number on your Aastra IP phone to see which features apply.

Using the Aastra Phone UI

You can access specific options for the AastraLink RP phone using the phone UI via the keypad. Pressing Options, or pressing **Services** Services and scrolling down to the Options list (for model 6751i RP) gives you a list of configurable options.

These options allow you to customize your phone settings.

Note: *Not all custom settings apply to all phone models.*

Language 1 Screen Language 2 Input Language
Time and Date 1 Time Server 2 Set Time 3 Time Format 4 Set Date 5 Date Format 6 Time Zone 7 Daylight Savings
Tones 1 Set Ring Tone 2 Tone Set
Speed Dial Edit
Contrast Level
Live Dialpad
Set Audio 1 Audio Mode 2 Headset Mic Vol
Admin Menu* 1 Network Settings* 2 SIP Settings*
Phone Status 1 Network Port 1 2 Network Port 2 3 Firmware Version 4 Restart Phone 5 Restore Defaults*
User Password
Phone Lock
Handset Pairing

Note: **The "Network Settings" and "SIP Settings" options are administrator level functions only, and are not accessible by the user. Under the "Phone Status" option, the "Restore Defaults" selection is also an administrator level function only. These options should only be set up and changed by your System Administrator.*

Downloaded from www.Manualslib.com manuals search engine

Using the IP Phone UI

1. Press the **Options** key Options or press the Service**s key** Services and scroll down to the Options list (for model 6751i RP).
2. To go to an **Option,** use 2 5 to scroll through the list, or press the number corresponding to the **Option**.
3. Press the Show softkey, the 4 button, or press the digit number of the corresponding option to select an option.
4. Use the softkeys to change a selected option.
5. Press the **Set** button to save the change.
6. Press the Options button, the 3 button, or the Goodbye button at any time to exit without saving changes.

Configuring Multiple Lines (6753i RP & 6757i CT RP)

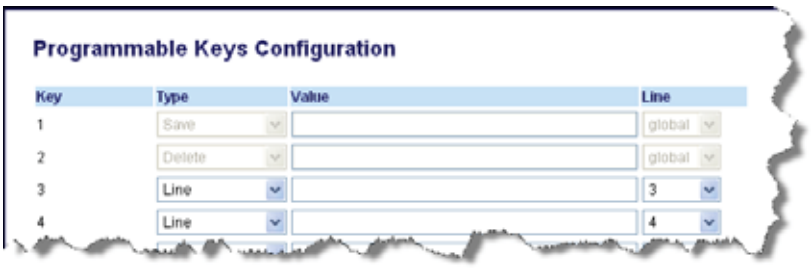
You can set a programmable key as an additional line on models 6753i RP and 6757i CT RP. The programmable key acts as a line that behaves the same as a hard line key. Model 6753i RP allows up to 4 additional line keys, for a total of 6 lines. Model 6757i CT RP allows up to 6 additional line keys, for a total of 9 lines.

The system Administrator must assign the additional line to your phone using the Administrator software, and you must configure the line through the Aastra Web UI. The phone must then be restarted for the web configuration to take effect.

Note: *The system administrator can also configure the lines on the Aastra Web UI and restart the phone.*

To set a programmable key as a line for phone model 6753i RP or 6757i CT RP do the following.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Programmable Keys** for model 6753i RP, or **Softkeys and XML** for model 6757i CT RP.
3. Select the key you want to program as a line key (choose between the **Top keys** and **Bottom keys** for model 6757i CT RP).
4. In the **Type** field, select **Line** from the drop-down list.



5. In the **Line** field, select a line number to use for this programmable key.

   Valid values for model 6753i RP are 3 through 6 and for model 6757i CT RP are 4 through 9. Check that the line number matches the line assigned to the phone by the system administrator.

Downloaded from www.Manualslib.com manuals search engine

6. For model 6757i CT RP, enter the text you want displayed beside the key on the phone in the **Label** field.
7. Click Save Settings to save your changes.
8. Click Reset on the left menu.
9. In the **Restart Phone** field click Restart to restart the IP phone.

   Note: *Programmable or softkey lines only work as lines when also assigned by the system administrator and configured on the Web UI followed by restarting the phone.*

3-Way Conference Calling (6753i RP & 6757i CT RP)

Conference calls are available on models 6753i RP and 6757i CT RP. When you use the Conference key to initiate a conference call, the following screen displays.

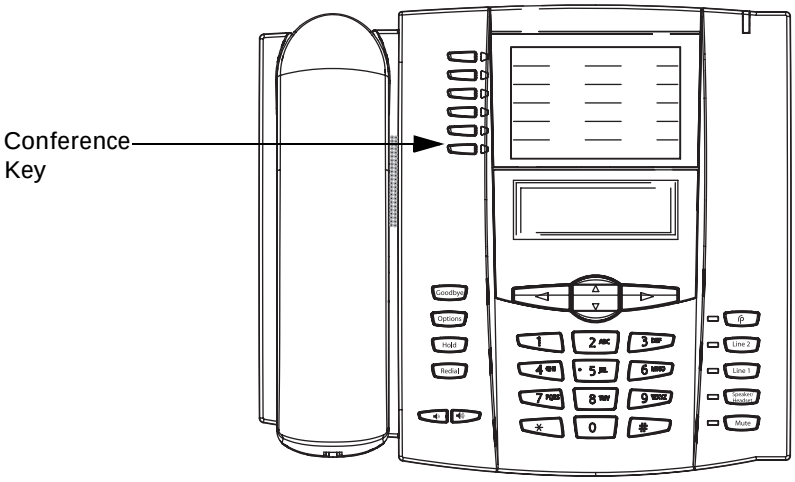
In a conference call, the call timer moves to the left. You use the up and down arrow keys to scroll to a party on the list. You use the right arrow key to select the party to drop.

Conferencing Calls

The AastraLink RP Solution phones support up to 3 parties (including yourself) in a conference call (using models 6753i RP and 6757i CT RP).

Note: *Your System Administrator can set your Conference key to speeddial a specific number. Contact your System Administrator for more information.*

The following illustration is a reference for model 6753i RP.



Downloaded from www.Manualslib.com manuals search engine

To make a conference call, do the following.

1. Connect to the first party you wish to include in the conference (if not already connected).
2. Press the **Conference** Key. A new line opens.

3. Enter the extension number, or dial the outside number of the person you wish to add to the conference.
4. Wait for the new party to answer. You can consult with the new party first before adding them to the conference.
5. To add the new party to the conference, press the **Conference** key again.
6. To drop a party from the conference, press the **Conference** key once more.

   Note: *You can use* 2 5 *to scroll through and see the numbers and names (if available) of the parties in the conference call.*

7. To exit the conference leaving the other two parties connected, disconnect by placing the handset back on-hook or by pressing Goodbye .

Conferencing two calls when already connected

To combine two active calls into one conference call, do the following.

1. Begin with active calls on two different lines.
2. Press the **Conference** key. A new line opens.
3. Press the line key of the call you wish to conference with.
4. Press the **Conference** key again. The two lines link into a conference call.

   Note: *When a name is displayed, pressing* 4 *drops the displayed party from the call.*

Speeddial Keys (6751i RP)

You can program the keys on the keypad of the 6751i RP to speeddial outside numbers, dial directly to another person's line or extension, or set up to quickly access features such as Caller ID (*69), or Voicemail.

On the 6751i RP, the speeddial function can be set using the IP Phone keypad directly, or using the Aastra Web UI to setup the speeddial key.

Note: *You can use a speeddial key while on an active call by placing the active call on hold first, and then pressing the speeddial key.*

Speeddial Prefix

The speeddial feature also allows you to specify a preset string of numbers followed by a "+" that the phone dials automatically after pressing the speeddial key. You can use this feature for numbers that contain long prefixes.

For example, if you set the following speeddial configuration for Digit 1:

1234567+

Downloaded from www.Manualslib.com manuals search engine

then, after you press Digit 1 on the keypad, the prefix number displays on the phone screen. The phone proceeds to dial the prefix number automatically and pauses for you to enter the remaining phone number using the keypad on the phone.

You can save up to 7 speeddial numbers on the 6751i RP.

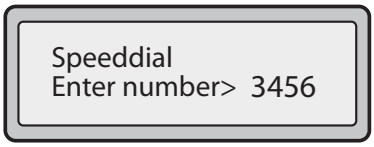
Use the following procedures to set speeddial on the 6751i RP phone.

Creating a Speeddial Key from the Keypad

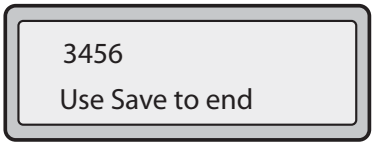
Note: *When creating a speeddial key from the keypad, you must select a keypad key that has no preassigned function.*

To create a speeddial key on the keypad, do the following:

1. Press a number key on the keypad for 3 seconds.
   A screen displays with the prompt, "*Enter number*>".
2. Enter a phone number or extension to assign to that speeddial key.
   The following example illustrates the screen display:



3. After entering the number, the prompt, "*Use Save to end*" displays on the screen.



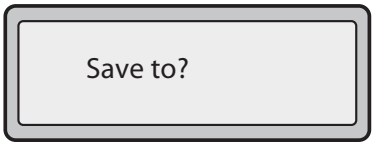
4. Press **Save** to save the number as a speeddial key.

   Note: *Press and hold a speeddial key to edit that speeddial key. Use the Delete Key to delete the speeddial key.*

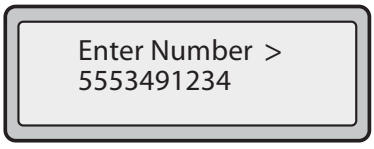
Creating a Speeddial Key Using the Save Key

To create a speeddial key using the save key, do the following.

1. Press the **Save** key. The screen displays "Save to?"



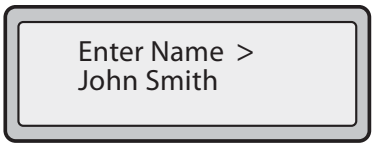
2. Select a Keypad key you want to save to.
3. At the "Enter Number" prompt, use the dial pad key to enter the number.



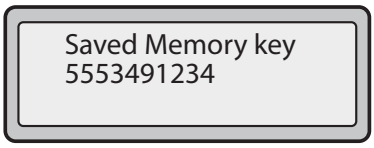
4. Press the **Save** key to save the speeddial configuration.

Downloaded from www.Manualslib.com manuals search engine

5. At the "Enter Name" prompt, use the dial pad keys to select the letters. Continue to press the number key to access the next letter for that key (i.e. press **2** three times to access **C**). Press 4 to move to the next space, or wait a moment and the cursor automatically advances. To insert a space between letters, press 4 . To backspace and erase a mistake, press 3 or the **Delete** key. You can save up to 16 letters and numbers on each keypad key entry.



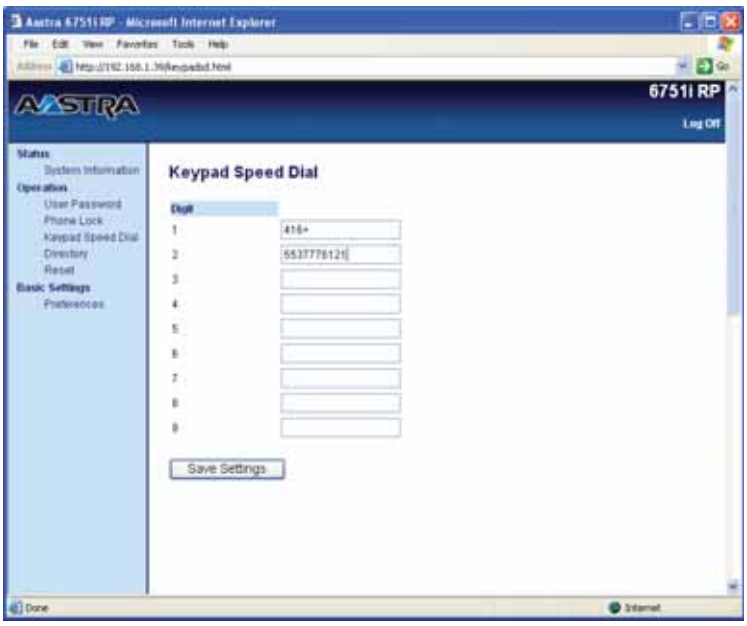
6. Press the **Save** key to finish.



Creating a Speeddial Key Using the Aastra Web UI

To set speeddial keys using the Aastra Web UI, do the following.

1. From within the Assistant program select **Settings** > **Phone Settings**, and logon to the Aastra Web UI.
2. Click **Keypad Speeddial**. The Keypad Speeddial window opens.



3. Select from **Digit 1** through **Digit 9**.
4. In the input box, enter the phone number, extension, or speeddial prefix to apply to this Digit key. If you enter a speeddial prefix, you must enter the "+" character at the end of the prefix number (for example, "123456+").
5. Click Save Settings to save your changes.

Downloaded from www.Manualslib.com manuals search engine

Programmable Keys (6753i RP & 6757i CT RP)

Both the 6753i RP and 6757i CT RP models have programmable keys you can customize using the Aastra Web UI.

Your 6757i CT RP has 12 multi-functional softkeys:

- ***6 Top Keys**: programmable static softkeys with up to 10 programmable functions.*
- ***6 Bottom Keys**: programmable state-based softkeys (context sensitive keys) with up to 20 programmable functions.*

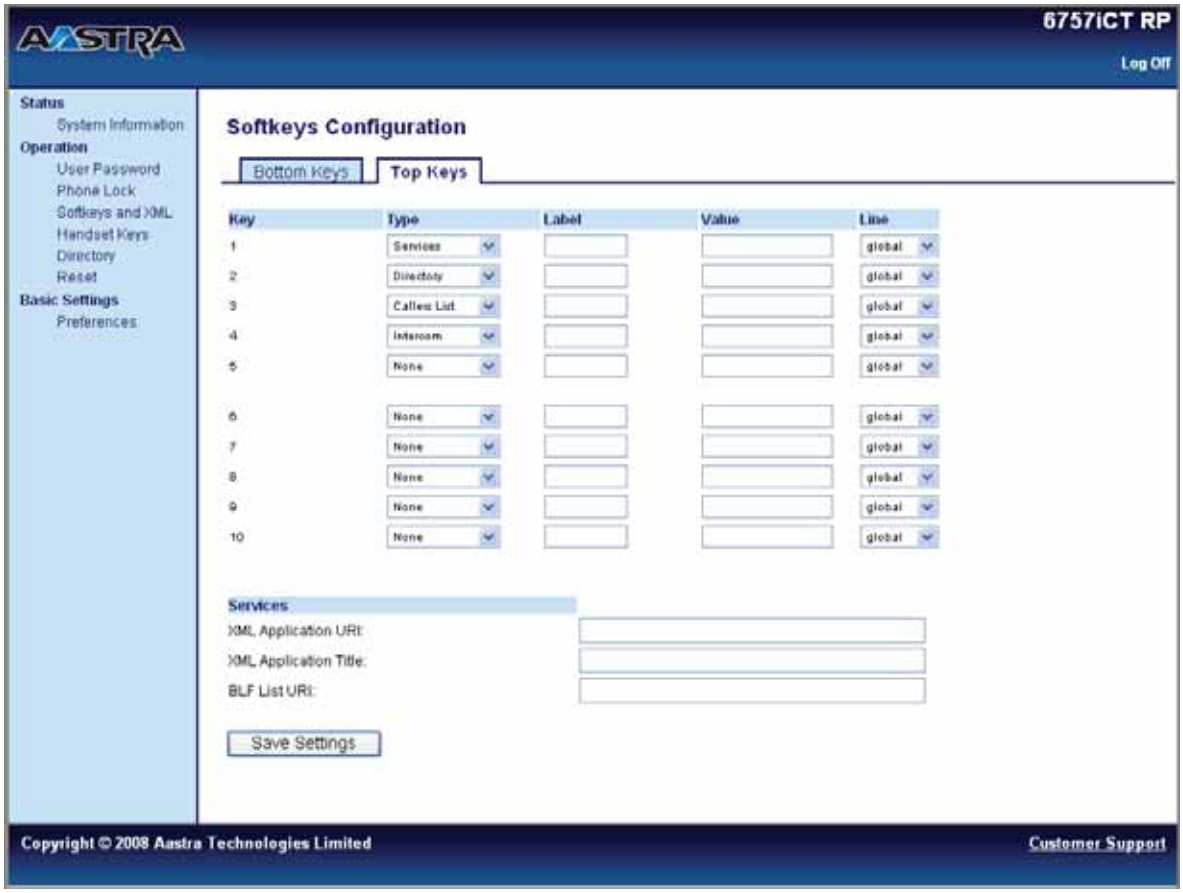
***Note:** Additional programmable keys are available through expansion modules. See Model M670i and M675i Expansion Modules on page 75.*

You can program these softkeys for call handling and extension management of the SIP system. The softkey menus change depending on the phone's state, displaying relevant softkeys only.

***Note:** The softkey functions outlined in this section represent the default arrangement of softkeys on the 6757i CT RP phone. Only the bottom softkeys are state-based.*

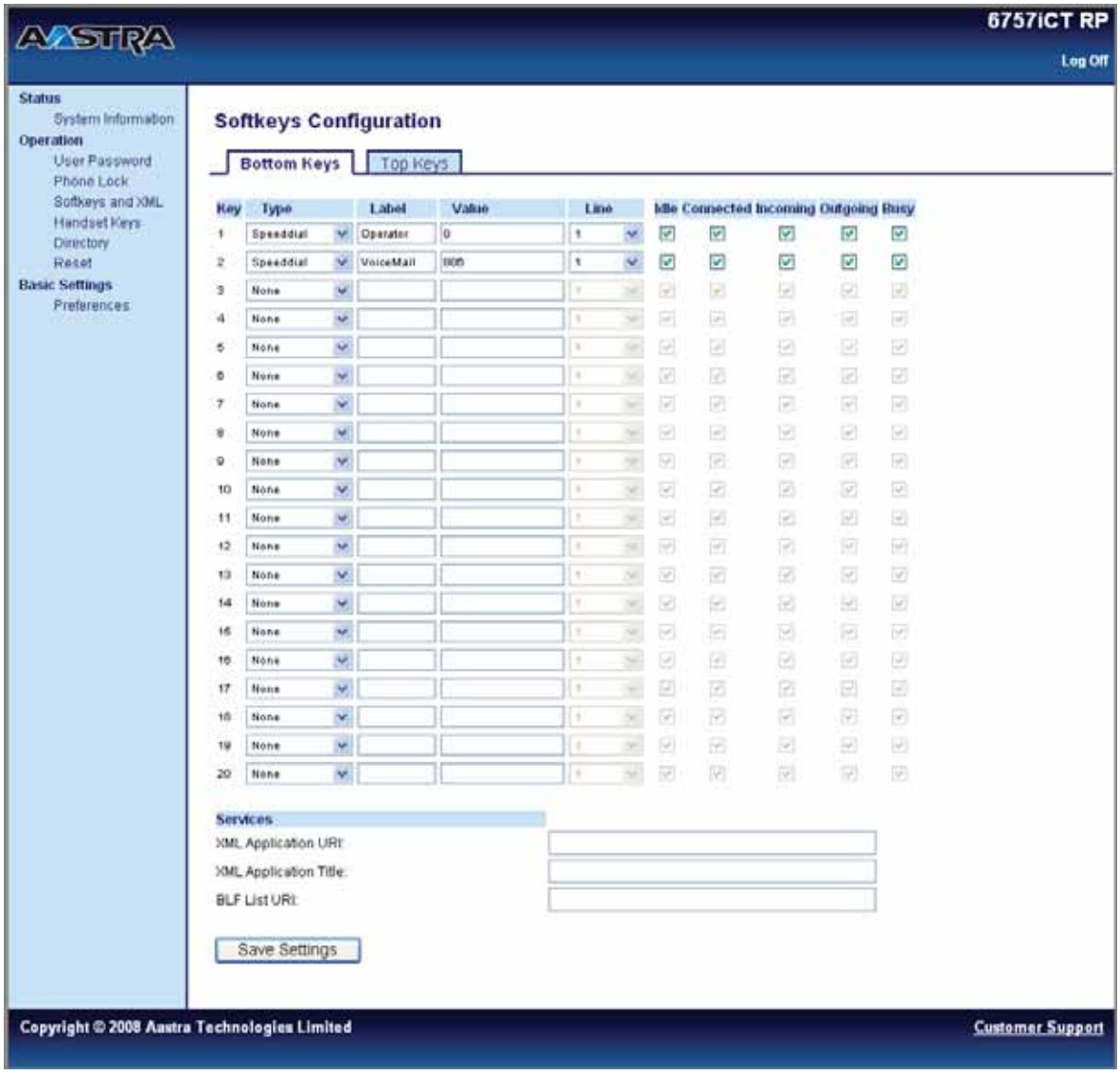
The 6757i CT RP default softkeys are shown in the following illustrations.

6757i CT RP Top Softkeys



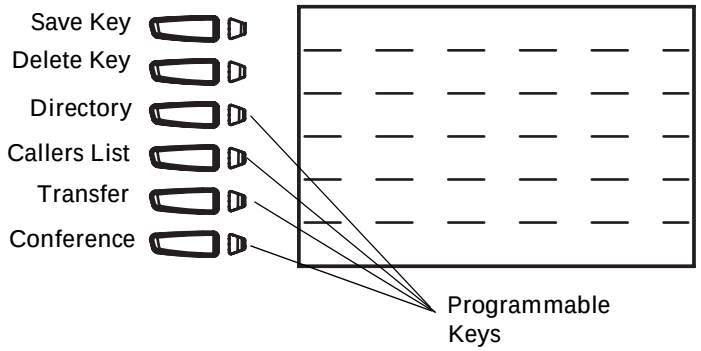
Downloaded from www.Manualslib.com manuals search engine

6757i CT RP Bottom Softkeys



6753i RP Programmable Keys

There are 2 preset and 4 programmable keys on the 6753i RP phone located to the left of the paper label.



Downloaded from www.Manualslib.com manuals search engine

You can set the programmable keys with any of the functions in the following table.

Key Function	Description
None	Indicates no setting for programmable key.
Line	Indicates softkey is configured for line use. ***Note:*** *The line must be assigned to the phone by the system administrator, the key configured and the phone restarted for the line softkey to take effect.*
Speeddial	Indicates programmable key is configured for speeddial use.
Do Not Disturb	Indicates programmable key is configured for do not disturb on the phone. This option is "**do not disturb**" in the Aastra Web UI).
XML	Indicates the programmable key is configured to accept an XML application for accessing customized XML services. You can also specify an XML softkey URL for this option.
Flash	Indicates programmable key is set to generate a flash event when it is pressed on the AastraLink RP. The IP phone generates flash events only when a call is connected and there is an active RTP stream (for example, when the call is not on hold).
Sprecode	Indicates programmable key is configured to automatically activate specific services offered by the server. For example, if the sprecode value of *82 is configured, then by pressing the Sprecode softkey, *82 automatically activates a service provided by the server. Contact your System Administrator for available services.
Directory	Indicates programmable key is configured to access the Directory List.
Callers List	Indicates programmable key is configured to access the Callers List.
Intercom	Indicates programmable key is configured to make intercom calls, which are answered automatically.
Services	Indicates programmable key is configured to access the Services menu.
Phone Lock	Indicates programmable key is configured to lock (or unlock) the phone.
Transfer	Indicates programmable key is configured as a Transfer key for transferring calls.
Conference	Indicates programmable key is configured as a conference key.

Programmable keys can also be set up to quickly access features such as Call Return (*69) or Voicemail.

Note: *Some programmable options on the Aastra WebUI may not be supported on AastraLink RP phones.*

Setting a Speeddial Key

The speeddial function can be set using the IP Phone UI or the Aastra Web UI.

You can save speed dial numbers and names that can be programmed to dial directly to another person’s line or extension, or set up to quickly access features such as Caller ID (*69), Voicemail.

Speeddial numbers can be entered manually on the phone keypad, or saved from existing entries in the Redial, Callers, or Directory Lists. The Aastra Web UI can also be used to enter a speeddial number.

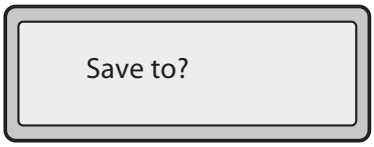
Downloaded from www.Manualslib.com manuals search engine

Using the Phone UI to enter a number

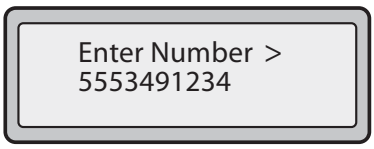
To enter a number and name in a programmable key for speeddialing, do the following on the phone keypad.

1. Press the **Save** key.

   The screen displays "Save to?"

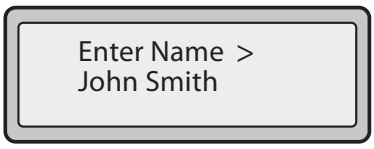


2. Select a Programmable Key you want to save to by pressing it.
3. At the "Enter Number" prompt, use the dial pad key to enter the number.

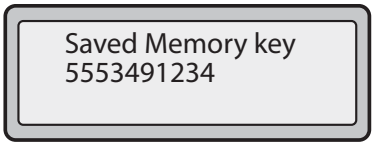


4. Press the **Save** key to save the speeddial configuration.
5. At the "Enter Name" prompt, use the dial pad keys to select the letters. Continue to press the number key to access the next letter for that key (i.e. press **2** three times to access **C**). Press 4 to move to the next space, or wait a moment and the cursor automatically advances. To insert a space between letters, press 4 . To backspace and erase a mistake, press 3 or the **Delete** key.

   You can save up to 16 letters and numbers on each programmable key entry.



6. Press the **Save** key to finish.



Using the Phone UI to save an existing number

To save an entry from the Redial, Callers, or Directory List to a programmable key for speedialling, do the following.

1. Press the **Directory List**, **Callers List**, or **Redial List** key. From the Callers List or Redial List, scroll through the list to find the name and number that you wish to save to your speed dial.
2. Press the **Save** key.
3. Press the selected speed dial. If a name is displayed with the number, both are saved to the speed dial. If no name is displayed, you can enter the name using the dial pad.

Downloaded from www.Manualslib.com manuals search engine

Using the Aastra Web UI to enter a number

To set a programmable key for speeddialing using the Aastra Web UI, do the following.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Programmable Keys** for model 6753i RP, or **Softkeys and XML** for model 6757i CT RP.

3. Select the key you want to set as a speeddial key.
4. In the **Type** field, select **Speeddial** to apply to the programmable key.
5. In the **Value** field, enter the phone number or extension to apply to this hard key for speed dialing.
6. In the **Line** field, select a line for which to apply this programmable hard key. Valid values are 1 through 9 and global.
7. Click Save Settings to save your changes.
8. Click **Operation>Reset**.
9. In the **Restart Phone** field click Restart to restart the IP phone.

Setting a Do Not Disturb (DND) Key

The model 6753i RP and 6757i CT RP phones have a feature you can enable called Do not Disturb (DND). The DND function allows you to turn Do not Disturb ON and OFF.

If DND is ON, callers calling into the phone hear a busy signal or a message, depending on how your System Administrator set up the configuration server. The second line on the screen of the IP phone shows when DND is set.

Note: *Model 6751i RP has a DND feature, but it is accessed only through the Services menu on the phone UI, and cannot be set to a key.*

Downloaded from www.Manualslib.com manuals search engine

If the phone shares a line with other phones, only the phone that has DND configured is affected.

Note: *You can only configure DND keys using the Aastra Web UI.*

To configure a DND key for model 6753i RP or 6757i CT RP, do the following.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Programmable Keys** for model 6753i RP, or **Softkeys and XML** for model 6757i CT RP.
3. Select the key you want to set as the DND key.
4. In the **Type** field, select **Do Not Disturb** to apply to the programmable key.
5. Click Save Settings to save your changes.
6. Click **Operation>Reset**.
7. In the **Restart Phone** field click Restart to restart the IP phone.

Setting a Flash Key

If you have a model 6753i RP or 6757i CT RP phone, you can set a programmable key to generate a flash event when it is pressed on the AastraLink RP. You do this by setting the programmable key to "Flash". The IP phone generates flash events only when a call is connected and there is an active RTP stream (for example, when the call is not on hold).

To set a flash key for model 6753i RP or 6757i CT RP, do the following.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Programmable Keys** for model 6753i RP, or **Softkeys and XML** for model 6757i CT RP.

3. Select the key you want to set as a flash key.
4. In the **Type** field, select **Flash**.

Downloaded from www.Manualslib.com manuals search engine

5. Click Save Settings to save your changes.
6. Click **Operation** > **Reset**.
7. In the **Restart Phone** field click Restart to restart the IP phone.

Setting an XML Key

Model 6753i RP and 6757i CT RP phones have a feature you can enable called "XML" (Extensible Markup Language). XML is a markup language much like HTML. Your System Administrator can create customized XML menu services and load them to your IP phone. These services include things like weather and traffic reports, contact information, company info, stock quotes, or custom call scripts.

Note: *You can configure XML using the Aastra Web UI only.*

You can enable XML applications on your phone by setting a programmable key type to "XML". Pressing the configured key on the phone allows you to access the special XML services. If you set a programmable key type as "XML", you must also enter the XML URI in the "Value" field. This allows the phone to perform an "HTTP GET" on the URI and load it to the phone.

Note: *XML services must be set up by your System Administrator before you can use the XML key.*

To set an XML key for model 6753i RP or 6757i CT RP, do the following.

1. From within the Assistant program select **Settings** > **Phone Settings**, and logon to the Aastra Web UI.
2. Click **Programmable Keys** for model 6753i RP, or **Softkeys and XML** for model 6757i CT RP.
3. Select the key to set as an XML key.
4. In the **Type** field, select **XML** to apply to the programmable key.
5. In the **Value** field, enter the IP address of the XML application.
6. Contact your System Administrator for the appropriate value to enter in the Value field.
7. Click Save Settings to save your changes.
8. Click **Operation** > **Reset**.
9. In the **Restart Phone** field click Restart to restart the IP phone.

Accessing the XML Service

After one or more XML applications have been saved to your model 6753i RP or 6757i CT RP phone, and after a programmable key has been configured to access the XML applications, the customized service is ready for you to use.

To access XML applications for model 6753i RP or 6757i CT RP, do the following.

1. Press the programmable key configured for XML on the model 6753i RP or 6757i CT RP phone. A **Custom Features** screen displays (or the title you specified appears).
2. Use the 25 to scroll through the customized features.
3. For menu and directory services, select a service to display the information for that customized service. Message services display to the screen after pressing the programmable key. For user input services, follow the prompts as appropriate.

To exit the **Customized Features** screen, press the XML programmable key again.

Downloaded from www.Manualslib.com manuals search engine

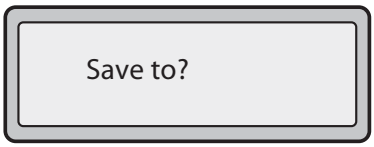
Editing a Programmable Key

You can edit a programmable key on your model 6753i RP or 6757i CT RP from either the IP phone UI or the Aastra Web UI.

Using the Phone UI

To edit a programmable key from the IP phone UI, do the following.

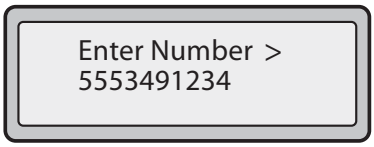
1. Press the **Save** key. The screen displays "Save to?"



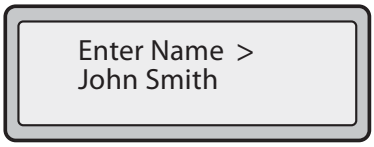
2. Select a Programmable Key you want to save to.

   Note: *Save a new number to the appropriate programmable key. Saving overwrites the previous entry.*

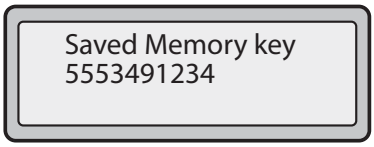
3. At the "Enter Number" prompt, use the dial pad key to enter the number.



4. Press the **Save** key.
5. At the "Enter Name" prompt, use the dial pad keys to select the letters. Continue to press the number key to access the next letter for that key (i.e. press **2** three times to access **C**). Press 4 to move to the next space, or wait a moment and the cursor automatically advances. To insert a space between letters, press 4 . To backspace and erase a mistake, press 3 or the **Delete** key. You can save up to 16 letters and numbers on each programmable key entry.



6. Press the **Save** key to finish.



Downloaded from www.Manualslib.com manuals search engine

Using the Aastra Web UI

To edit a programmable key from the Aastra WebUI, do the following.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Programmable Keys** for model 6753i RP, or **Softkeys and XML** for model 6757i CT RP.

3. For each key, select a function from the **Type** field.
4. Change the value in the **Value** field if applicable.
5. Click Save Settings to save your changes.
6. Click **Operation > Reset**.
7. In the **Restart Phone** field click Restart to restart the IP phone.

Deleting a Programmable Key

To delete a programmable key function using the Aastra Web UI, do the following.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Programmable Keys** for model 6753i RP, or **Softkeys and XML** for model 6757i CT RP.
3. For each programmable key you want to delete the function on, select **none** from the **Type** field.
4. Click Save Settings to save your changes.
5. Click **Operation > Reset**.
6. In the **Restart Phone** field click Restart to restart the IP phone.

   The programmable function is deleted from the IP phone memory.

Downloaded from www.Manualslib.com manuals search engine

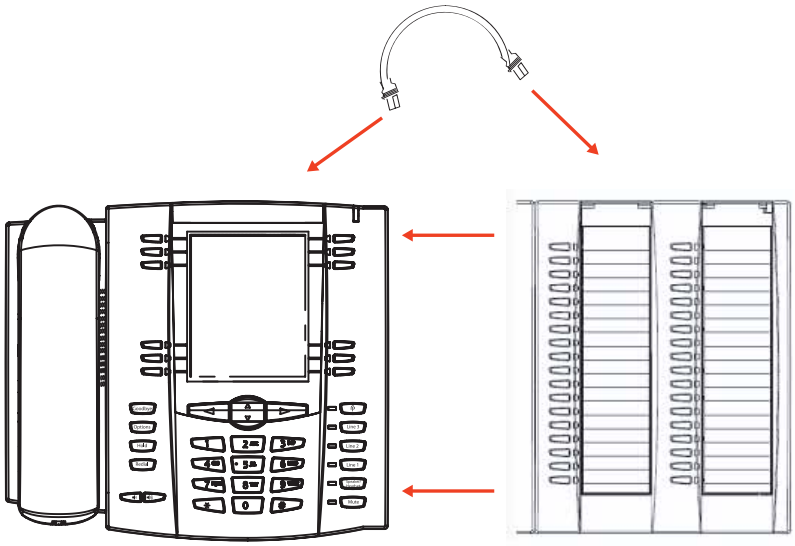
Model M670i and M675i Expansion Modules

The model 6753i RP and 6757i CT RP phones offer optional Expansion Modules that attach to the right side of the phone, providing additional softkeys. You can configure the softkeys using the Aastra Web UI as you do for the programmable keys on the phone.

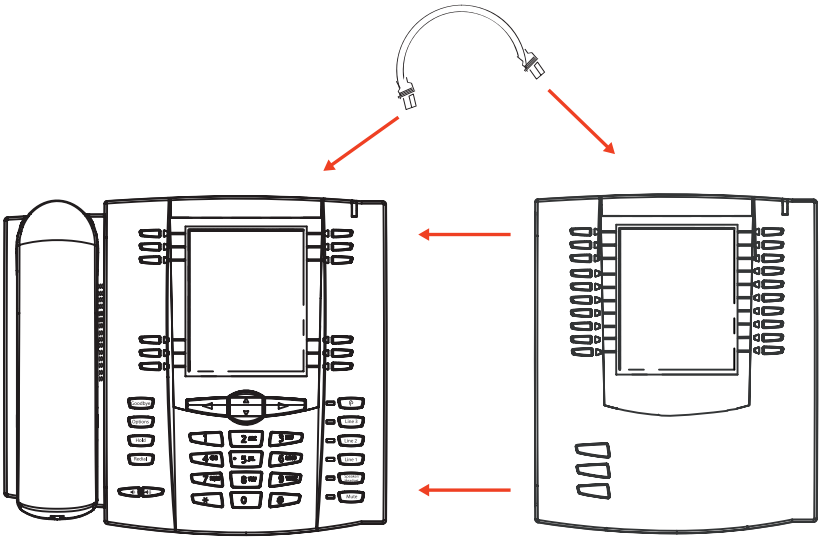
The M670i provides 36 additional softkeys on a AastraLink RP Phone. The M675i provides 60 additional softkeys.

Each key provides an LED for indicating call status. The M670i provides a paper label for convenient key labeling, and the M675i provides an LCD for displaying key labels.

Model M670i

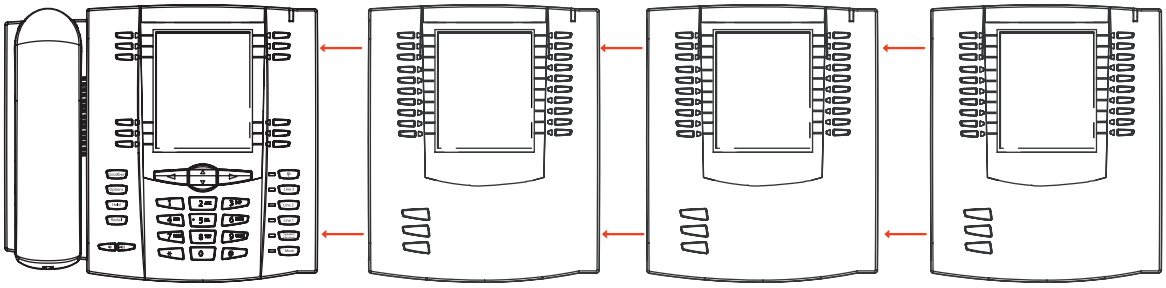


Model M675i



Downloaded from www.Manualslib.com manuals search engine

Additional modules (up to 3 total modules) can be piggy-backed to an existing module providing an additional 108 softkeys with M670is and an additional 180 softkeys with M675is. You connect the additional modules to the right side of an existing module. The following figure illustrates the addition of multiple M670i modules on an AastraLink RP phone.



For more information about configuring softkeys, see *Programmable Keys (6753i RP & 6757i CT RP)* on page 66.

For more information about installing M670i and M675i modules on your phone, see the ***Aastra 6757i CT RP*** and ***Aastra 6753i RP Phone Installation Guides.***

Foreign Language Support

The AastraLink RP phones support several different languages. You can have the IP Phone UI and the Aastra Web UI display a specific language as required. When you set the language to use, all of the display screens (menus, services, options, configuration parameters, etc.) display in that language. The IP phones support the following languages:

- *English (default)*
- *French*
- *Spanish*
- *German*
- *Italian*

Specifying the Language to Use

Once the language pack(s) are available on your phone, you can specify which language to use on the phone and/or the Aastra Web UI.

Note: *All languages may not be available for selection. The available languages are dependant on the language packs currently loaded to the IP phone.*

Changing Language on the Phone Keypad

Use the following procedure to specify a language for the IP Phone UI.

1. Press Options on the phone to enter the Options List.
2. Select **Language** and press 4 .

Downloaded from www.Manualslib.com manuals search engine

3. Select English (English), Francais (French), Espanol (Spanish), Deutsch (German), or Italiano (Italian). Default is English.

   Note: *All languages may not be available for selection. The available languages are dependant on the language packs currently loaded to the IP phone. English is the default language and cannot be changed or removed. For more information about loading language packs, see your System Administrator.*

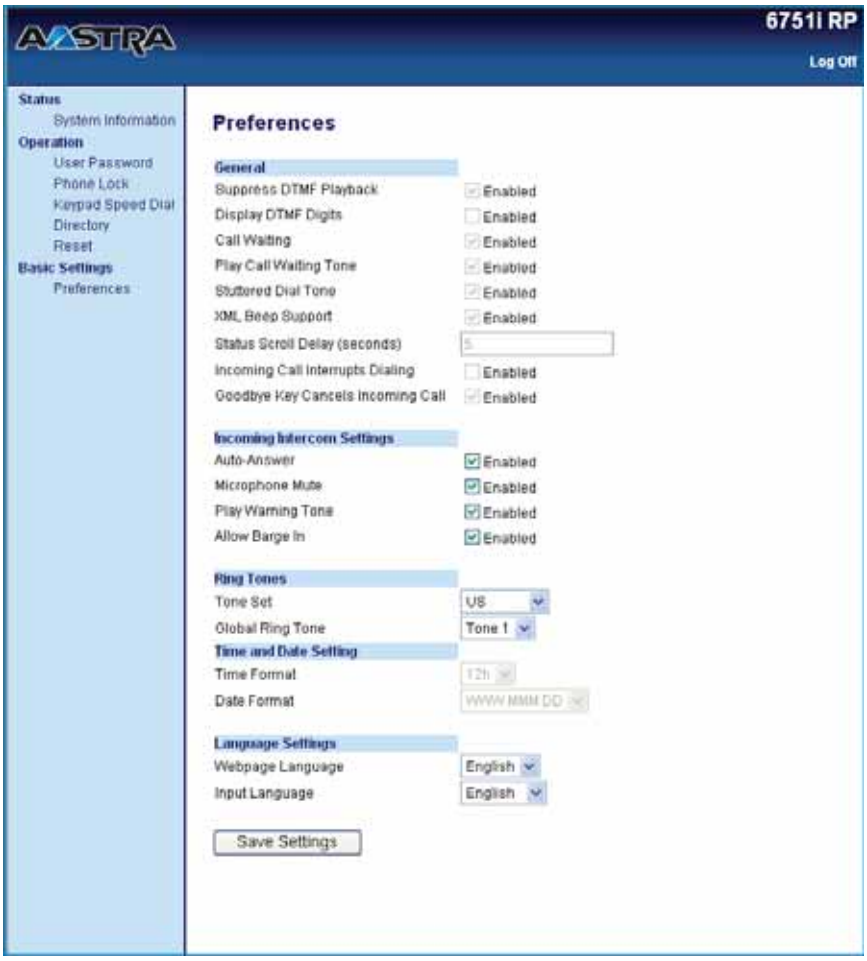
4. Press 4 to set the language on the phone.
   The language you select displays a check mark indicating this is the current language for the IP Phone UI. The change is dynamic. When you exit the Options Menu, the phone displays all menu items in the language you selected.

Changing Language on the Aastra Web UI

Note: *You must have the language pack(s) already loaded to your phone in order to use them.*

To change the language display on the Aastra Web UI, do the follwing.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Preferences**. The Aastra UI Preferences window opens.



3. In the **Webpage Language** field, select a language to apply to the Aastra Web UI. The IP phone supports the following languages:
   English (default)
   French

Downloaded from www.Manualslib.com manuals search engine

Spanish
German
Italian

Note: *All languages may not be available for selection. The available languages are dependant on the language packs currently loaded to the IP phone by your System Administrator. English is the default language and cannot be changed or removed.*

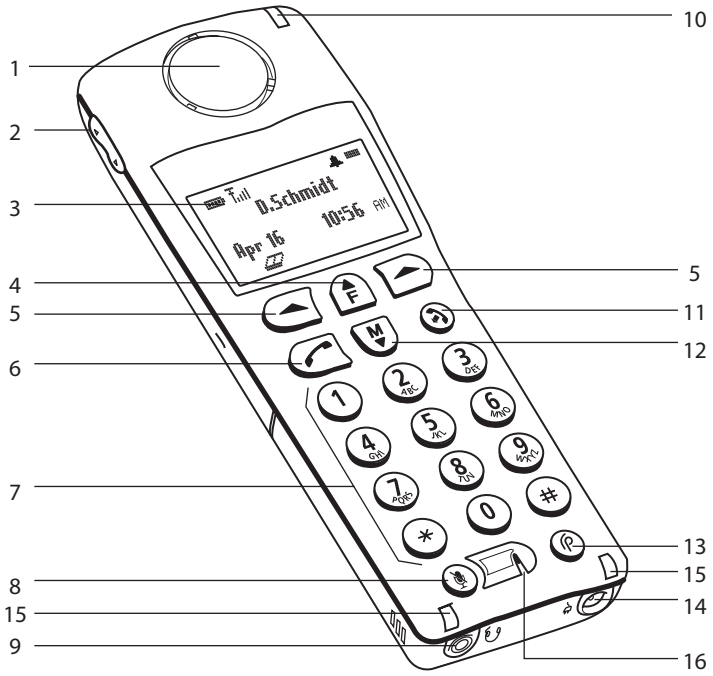
4. Click to save your settings. The change is dynamic. The Aastra Web UI displays all screens in the language you selected.

Downloaded from www.Manualslib.com manuals search engine

Described here are various 6757i CT RP cordless handset key functions, and how they help you make and manage your calls and caller information.

6757i CT RP Handset Key Panel

The following illustration and table identify the keys on the key panel of your 6757i CT RP handset that you can use for handling calls.



6757i CT RP Handset Key Descriptions

Function #	Function Description
1	Receiver
2	Volume key • *During Ringing: Adjusts ringer volume* • *During a call: Adjusts receiver volume* • *During text mode (not in a call): Moves cursor right/left*
3	Display
4	Features ƒ Key List • *Access key to the programmed Feature Key List* • *Scrolls up when in the various lists* • *Adds a space during editing*
5	Softkeys • *Activates feature or option shown on the display above the keys*
6	Call key • *Used to obtain dial tone* • *Also used as a Hold key*
7	Dial Pad

Downloaded from www.Manualslib.com manuals search engine

Function #	Function Description (Continued)
8	Mute Key • *When used, prevents the caller from hearing you*
9	Headset Jack
10	Status Light
11	Release key • *To end calls and go on hook* • *Exits Menu and the various lists*
12	Menu Key • *Access key to the different Options* • *Scrolls down when in the various lists* • *Used as Backspace during editing*
13	Response Point Key • *Access key to the Microsoft Response Point voice-activated dialing options.*
14	Charging Jack
15	Charging Contacts
16	Microphone

When in an idle state, pressing the Menu key Â of the handset presents the following list of options. Once in the menu list the user can scroll up Ï and down Â using the scrolling keys to see each option.

Item #	Menu List
1	Intercom
2	Language
3	Ring tone
4	Custom name
5	Timer Off
6	Vibrate Off
7	Hset pairing
8	Key lock Off
9	Backlight Off
10	Silent Alert

Note: *The display returns to idle if no action or activity is initiated within 20 seconds.*

Accessing Options

Pressing the Â key accesses the options list menu. This action results in displaying a Menu list header with brief list navigation instructions.

Navigation of the menu is performed using the down arrow (Â key) or the up arrow (Ï key). Shortcut to the menu item can also be performed by pressing the corresponding menu item number. Two digits numbered items can be short-cutted by pressing the digits within a one second time span.

Pressing the y key quits the Menu and return to the idle mode or call mode.

Intercom

The 6757i CT RP supports intercom function between a 6757i CT RP base and any of its paired cordless handsets, and vice versa.

Downloaded from www.Manualslib.com manuals search engine

Pressing Select while viewing this option brings up a list of base and paired handsets available for intercom. To select a handset or base to intercom, navigate to the desired handset or the base using the Â key or the Ï key. Then press the Call soft key. Shortcut to any handset or base in the list is permitted by pressing the corresponding numeric key digit; the order of the list is numbered from zero (0) for the base (0) and four (4) for the 4th handset in the list.

Note: *Your System Administrator can configure outgoing Intercom calls using the Icom button.*

For more information about the intercom feature, see *Intercom* on page 80.

Language

The prompt on 6757i CT RP handset can be personalized to English, French, or Spanish language. A checkmark beside the language indicate the currently selected language prompt.

For more information about changing language on the handset, see *Foreign Language Support* on page 76.

Ring Tone

There are several selectable Ring tones available on the 6757i CT RP handset. A checkmark beside the ring tone number indicates the currently selected ring tone.

For more information about changing ring tones on the handset, see *Using Your 6757i CT RP Cordless Handset* on page 79.

Custom name

Custom name allows the user to personalize the name/label for the cordless handset. In a multi-handset environment, this is an ideal option to personalize each handset to its user or extension number.

To customize the name of your cordless handset, do the following.

1. Press Â.
2. Navigate to Custom Name or press 4.
3. Press the Change softkey.
4. Press the Edit softkey. If a custom name already exists, the Delete softkey is presented.
5. Using the keypad, type out a new label or use the scroll keys Ï and Â to move the cursor to the desired display position or to erase text.
6. The ChCase softkey is available to toggle between upper and lower case text entry.
7. Press the Save softkey to save the name.
8. Press the Goodbye y key to return to the main idle screen.

   Note: *In editing mode, the Volume Bar can be used in place of the Ï and Â keys to control the screen cursor. Pressing the Lower end volume bar for Backspace/ Erase; and pressing the Higher end volume bar to add a Space.*

Downloaded from www.Manualslib.com manuals search engine

Call timer

When the call timer is enabled, the timer starts from the first call and continues until all calls have been released.

Note: *The call timer is not usable for call accounting since the timer continues to increment even when the call is on hold.*

Vibrate

The Vibrate option allows the handset to signal an incoming call by vibrating as well as ringing. By default, this option is always Off.

- *To enable this feature, press the* Change *softkey and the display indicates "*Vibrate On*" and "*-confirmed-*" then quickly returns to the previous menu display.*
- *Once the Vibrate is On,* p *icon is shown beside the ringer icon on the top right line of the display.*
- *Pressing the* y *key returns you to the main idle display screen.*

Handset Pairing

All handsets must be paired to a 6757i CT RP base before use. Please refer to the section entitled *Pairing and Unpairing Cordless Handsets* on page 94.

Key Lock On or Off

The key lock option enables the user to lock the keypad keys. This prevents accidental activation of the phone.

To lock the keys from the key lock option page:

- *Press* Change *softkey to turn Key lock ON or OFF. The screen displays* Key lock On *or* Key lock Off -confirmed-.

Pressing the y key returns you to the main idle display screen.

Note: *You can activate the Key Lock Off or On by pressing only the* Â *and then the* * *key from the idle screen.*

Backlight

The Backlight option allows the user to turn on or off the backlit light on the LCD display.

- *Press* Change *softkey to turn Backlight ON or OFF.*

Once the Backlight option is chosen, the screen displays Backlight On or Backlight Off -confirmed-.

Silent Alert

The Silent Alert option activates an internal hardware vibrator instead of a regular ringer during an incoming call. By default, the Silent Alert is automatically set to Off.

To activate Silent Alert from the option display:

- *Press* Change *softkey to turn alert On or Off. The display shows* -confirmed-.
- *Once the Alert is On,* p *icon is shown on the top line of the display.*

Note: *1.You can activate or deactivate the Silent alert by pressing only the* Â *key and then the* # *key.*

Note: *2.The Ringer Icon does not appear on the display when the Silent alert is On.*

Downloaded from www.Manualslib.com manuals search engine

Finding the IP Address using the Handset

To find the IP address of the phone Base Unit using the handset, do the following.

1. Press the Â key to enter the Options List when the phone is not in use.
2. Use the scroll keys Â and Ï to scroll to the **Network** option.
3. Press r to select the **Network** option.
4. Use the scroll keys Â and Ï to scroll through the network status until the IP address of the phone appears in the display.
5. Press y when done.

Feature Keys on the Handset

You can program up to 15 feature keys on the 6757i CT RP handset with specific functions using the Aastra Web UI. The following table identifies the functions available for all 15 handset keys and the default functions for each key.

Key Function	Description	Default Key
Line 1	Line 1 key - Selects line one	Handset Key 1
Line 2	Line 2 key - Selects line two	Handset Key 2
Line 3	Line 3 key - Selects line three	Handset Key 3
Line 4	Line 4 key - Selects line four	Handset Key 4
Icom	Intercom key – Enter handset list to select handset to call	Handset Key 5
Dir	Directory key – Activate directory feature	Handset Key 6
Callers	Callers key – Activate callers feature	Handset Key 7
Xfer	Transfer key - Activate transfer feature	Handset Key 8
Conf	Conference key - Activate conference feature	Handset Key 9
Public	Public key – Toggle between public & private call mode	Handset Key 10
Flash	Generates a flash event (when a call is connected and active).	none
Redial	Redial key - dials the last number called from the handset.	Handset Key 11
None	No function is selected – this key is empty, no label.	Handset Keys 12, 13, 14, & 15
Line 5	Line 5 key (if available) - Selects line five.	none
Line 6	Line 6 key (if available) - Selects line six.	none
Line 7	Line 7 key (if available) - Selects line seven.	none
Line 8	Line 8 key (if available) - Selects line eight	none
Line 9	Line 9 key (if available) - Selects line nine	none

Feature Key Programming Guidelines

The following are guidelines to use when programming the feature keys on the handset:

- *All handsets paired with the same Base Station have the same programmed functions since the web interface applies the functions to all paired handsets.*

Downloaded from www.Manualslib.com manuals search engine

- *A newly registered handset or handset that was out-of-range during the programming needs to perform an "off-hook and on-hook" sequence in order for the newly programmed function to be broadcast. Simply press the* **v** *key from the idle state to go off-hook. Then, press the* **y** *key to go back on-hook.*
- *Duplicate functions can exist in the feature key as there is no filtering or duplicate checking done on the handset or the base.*
- *If no line keys are programmed for the feature key, the handset is restricted to intercom calls only.*

- *If all 12 programmable functions have been programmed to "None", the user is presented with a* `List empty` *message when the feature key is pressed.*
- *For security reasons, the user has 180 seconds (3 minutes) to complete the programming. Otherwise, the phone displays the following error:*
  `** Error **: Session expired, Please reload page.`
- *For security reasons, the user must submit the page from the same browser that was used to load the page. If the user tries to submit the page from any other IP address, the following error displays:*
  `** Error ** Session invalid. Different Client IP Addresses. — Please reload page`

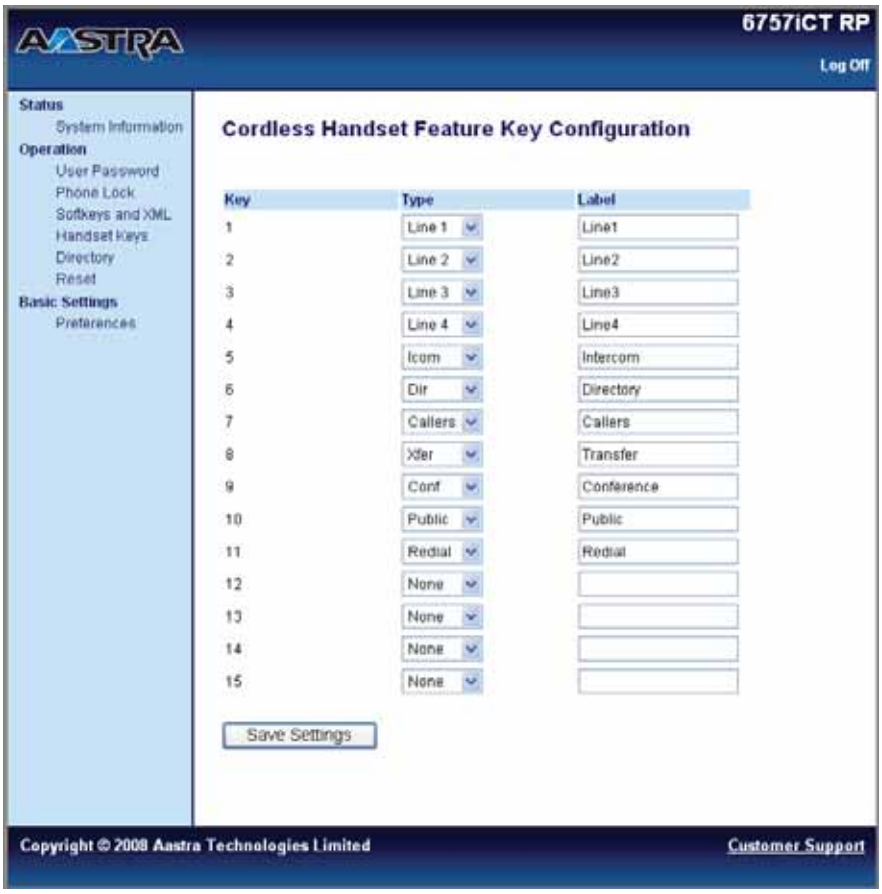
Programming Feature Keys

You can program up to 15 feature keys on the 6757i CT RP phone using the Aastra Web UI.

Downloaded from www.Manualslib.com manuals search engine

To program the feature keys on your 6757i CT RP Base Station and all paired handsets, do the following.

1. From within the Assistant program select **Settings > Phone Settings**, and logon to the Aastra Web UI.
2. Click **Handset Keys**. The Cordless Handset Feature Key Configuration window opens.



3. Select the handset key you want to program.
4. Select the function for that handset key from the **Type** field.
5. Click Save Settings to save the function you selected to the handset key.

   The key programming information is sent to the 6757i CT RP Base Station and to all the cordless handsets associated with that Base Station. Any key programmed to "None" does not appear in the handset's list.

Idle Mode

During idle mode (i.e. no incoming call, no active call, or no call on hold), the handset name, date & time, status messages, and status icons are present on the display.

Note: *The phone name label (Angela in the diagram above) can be edited in the Options list.*

Downloaded from www.Manualslib.com manuals search engine

Handset Icons and Status Messages

Screen Icons

b	**Battery Charge State** 4 bars for battery full and the battery icon flashes when charging
m	**Reception (Radio Link)** On - Within Range: Ready for use OFF - Out of range/no radio link
h	Feature Key Activation Indicates the phone is off hook or a call is in progress
p	**Silent Alerter** Silent alerter activated
¬	**Ringer Volume** This icon is available only when the phone is in idle mode to indicate the ringer volume level. The box goes from empty to fully black to represent from off to low to high volume.
l	**Receiver Volume** This icon is available only when the phone goes off-hook to indicate the receiver audio volume. The box goes from empty to fully black to represent from low to high volume; there are 10 volume levels total.
	Directory List This icon located just above the softkey allows access to the Directory List feature.
¨	**Callers List** This icon located just above the softkey allows access to the Callers List feature.

Status Messages

Display Message	Description
Microphone mute	Indicates when the Mute button has been Activated
Out of range	Appears briefly when pressing a key if out of range of the base station

Handset Keys

Softkeys ({ or })

Your 6757i CT RP cordless handset has 2 softkeys directly under the LCD display. The softkey menus change depending on the phone's state, displaying relevant softkeys only. These softkeys are pre-programmed for the call handling and extension management features.

Talk /Hold v Key

The Talk/Hold key **v** is a multi-purpose key with the following uses:

- *To initiate a call by seizing the line or through pre-dial.*
- *To answer a call during ringing.*
- *To place a call on hold during an active call.*

Pressing the hold key **v** while on a call places the call on hold. While a call is on hold, and if there are no other active calls, the LED flashes at the hold rate and the display presents the `Call is on hold` prompt. In addition, held call reminder tone is played in the form of a short ring burst (flash ring).

Downloaded from www.Manualslib.com manuals search engine

This handset is equipped with an auto-hold feature. While on an active call, pressing any other line key results in the current line being placed on hold and the new line being seized.

Release Key (y)

The release key is a multi-purpose key with the following uses:

- *To end a call.*

  ***Note:** If handset is placed in the charger cradle, it also ends the call.*

- *To silent the ringing during an incoming call.*
- *To exit feature such as Menu (options), Directory, Callers, Redial, Predial.*

***Note:** Pressing this key in a feature will not terminate an active call.*

Mute Key (æ)

Use the mute key when you want to be able to hear a caller but have them not hear you. Press the æ key to mute the handset. Press the æ key again to disengage mute. The Microphone mute prompt is displayed when mute is activated.

Response Point Key ( )

The Response point key connects you to the voice-activated dialing features of the AastraLink RP Solution. Use the 6757i CT RP Handset Response Point key just as you would the 6757i CT RP Base Unit Response Point key.

- *For a list of voice-dialing options, press , wait for the chime, and say "**What can I say**?"*

Feature Key List (Ï)

The 6757i CT RP cordless handset supports a programmable feature key list for easy access to common features. The available features include line keys, intercom, directory, callers log, transfer, conference, and public/private call mode. For more information about the feature keys, see *Feature Keys on the Handset* on page 83.

Menu List (Â)

The Menu list allows access to intercom calling, and personalization of handset including language, ring tone, vibrate, backlight and silent alert. Please refer to the section *Using Your 6757i CT RP Cordless Handset* on page 79 on.

Multifunction Handset LED Indicator

The multifunction Handset LED provides the following user feedback:

- *Flash: Message Waiting Indicator – Slow*
- *Flash: Alerting – Rapid*
- *Flash: Mute – intermittent*
- *Flash: Hold – Intermediate*
- *Solid: On an active call*

Downloaded from www.Manualslib.com manuals search engine

Battery Charging

The handset is powered by a nickel metal hybrid battery pack, which must be charged using the provided handset cradle.

To install and charge the battery, do the following.

1. Slide open the cover of the battery compartment.
2. Place the battery pack in the compartment with the connector wires pointing towards the bottom of the handset.
3. Connect the battery terminal wire to the charging pins located in the compartment
4. Slide the cover of the battery compartment back onto the handset
5. Place the handset, face up, in the charging cradle. The handset should easily slide into the charging cradle. If it does not, check the battery compartment cover to ensure it is in the proper position.

   To confirm that the battery is charging, check the battery icon symbol on the handset display to see if the lines inside the icon are flashing left to right.

Note: *The battery must be charged for a minimum of six hours prior to initial usage of the phone.*

Handset Battery Indicator & Status

The display provides "at a glance" information on the handset battery.

d c b a	The bars indicate the battery charge level — 4 for full, needs recharging when only 1 bar appear
f	The bars flashes when the battery is being recharged on the charger stand.

Note: *The handset is designed to recharge the batteries automatically when required and the handset is placed on the charger stand. The battery icon will not flash and the handset does not charge every time it is placed on the stand. If a defective battery is replaced, then the battery Icon is not identified until the new battery is charged for at least 2 minutes.*

Volume Control

The volume key, located on the side of the handset, controls both the receiver and ringer volume.

Note: *The volume key can also be used to adjust the right/left cursor to add spaces or to erase characters on the display when editing or creating names, key labels etc.*

To adjust the receiver volume:

- *While on a call, press the top of the key to increase the receiver volume and press the bottom of the key to decrease the volume. The receiver volume icon on display indicates the current volume level. In absence of a PBX, the receiver volume returns to the default setting after each call. However, the PBX directive can direct the handset default to the volume.*

To adjust the ringer volume:

- *When the handset is not being used for a call, press the top of the key to increase the ringer volume and press the bottom of the key to decrease the ringer volume. The handset ringer sounds on each adjustment to reflect the new setting and the ringer volume icon on display also show the current level chosen.*

Downloaded from www.Manualslib.com manuals search engine

Entering Characters and Numbers

During alphanumeric entry, the volume control keys become edit keys. They are used to provide backspace and forward-space capability to the unit. For Backspace/Erase, press the Lower end of the volume bar. To add a space or to erase from left to right, press the higher end of the volume bar.

Note: *The Down scroll key (marked Â) or the Up scroll key (marked ï) are also used to provide backspace and forward space respectively.*

General Record Editing

To accommodate adding and editing, use the available characters as labelled on the keypad. Pause key and special characters are also available:

0 Key / Pause Key

To allow the user to enter pause characters, the pause key is the **0** digit key in alphanumeric editing mode. Characters appear in the following order: : 0, p .

1 Key

In the alphanumeric mode, the **1** digit key accesses several special characters. Characters appear in the following order:

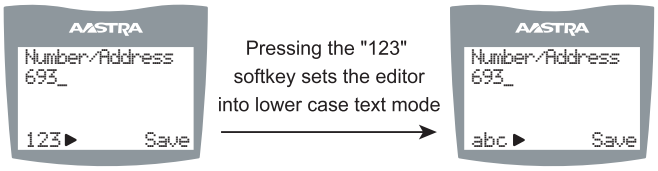
1	@	.	:	;	=	_	,	-	`	&	(	)

As can be seen, these special characters accessible through the **1** key allow URI and IP address data entry.

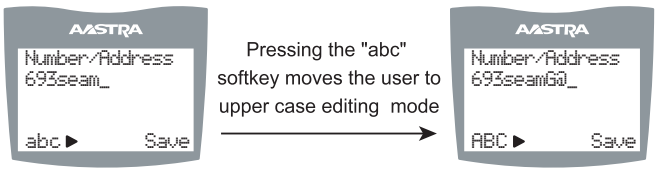
Note: *To enter the dot/period in the IP address format, the star* ******* *key is used when in numeric "123" editing mode. Alternatively, in text "abc" or "ABC" editing mode, use the* **1** *key to access the "**.**".*

"123" —þ"abc"þ—"ABC" Softkey

You can use the left soft key to toggle from numeric "123" editing mode to lower case text "abc" editing mode, to upper case text "ABC" editing mode as shown in the following illustrations.

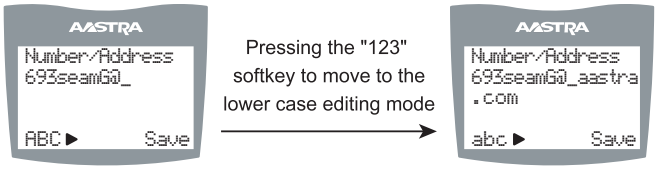


Switch from Numeric to Lower Case Alphanumeric Mode



Downloaded from www.Manualslib.com manuals search engine

Continued Editing in Lower Case Text mode Then Switch to Upper Case Text Mode



Cycle Edit Mode Back to Lower Case and Finish Address Entry

Adding to Handset Directory

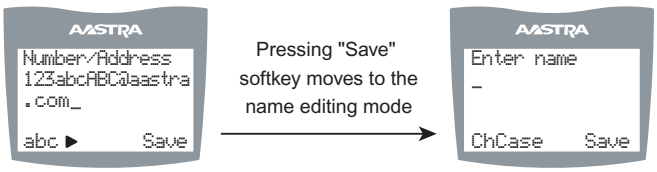
The handset Directory can store up to 50 names and numbers, which are displayed in alphabetical order. If no name is entered, the entries are sorted by number, at the beginning of the Directory.

To add an item to the handset Directory, do the following.

1. Press the soft key from the idle mode as shown.

2. Press the **Add** soft key.

3. Enter the Number/Address information. Please refer to *Entering Characters and Numbers* on page 89.
4. Press **Save** to advance to the name entry screen.



5. Enter a name for the Number/Address information. The name can have up to 15 characters, including spaces. Please refer to *Entering Characters and Numbers* on page 89.
6. Press the **Save** softkey. The display shows **Item saved**.

Downloaded from www.Manualslib.com manuals search engine

Callers List on the Cordless Handset

The Callers List stores the last 50 calls received. Items are stored in chronological order with new items being first in the list. Each call received is stored, no collapsing of records, and can be deleted or saved to a directory. Oldest call records are automatically removed from the list when the list is full and new items are received.

The side figure shows the header screen. On this screen, there is a title, the number of total items, the number of new items, instructions for viewing the items and two soft keys — **Exit** and **Delete**. The **Exit** key quits the list and the **Delete** key deletes the entire Callers List.

If there are no new items, then the **x New** line is not displayed. Once items are viewed, they are marked as old and do not show up in the new item count or in the new item scroll list.

Once in the list, items are displayed as shown at left. The screen shows the item number, the name and number of the caller, and the time the call was received. Also shown are two soft keys — **Options** and **Line**.

Options allow the user to save to the handset Directory or delete the record.

Dialing from Callers List

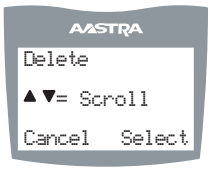
To dial the caller back using an entry in the Callers List, the **Line** soft key can be pressed and the user is taken to the feature list to select a configured line for the call. The user simply scrolls to the desired line and presses **Select**. The call is then placed on that line over the cordless link.

Saving to Handset Directory

It is straightforward to save an item from the Callers List to the handset directory. From the **Options** softkey of the Callers List, scroll to the **Save to Directory** item and press the **Select** softkey. **Item saved** display upon successful saving to the Directory.

Deleting Item from Callers List

From the **Options** softkey of the Callers List, scroll to **Delete** item and press the **Select** softkey.



The user is prompted to confirm the delete action by pressing the **Delete** softkey.

Downloaded from www.Manualslib.com manuals search engine

Making Calls from the Cordless Handset

Pre-dialing a Number

Press the v key to obtain dial tone and use the Keypad to dial the number. You can also make a call by pre-dialling a number. Pre-dialling lets you view a number before you dial. If the number is correct, press the v key to dial the number. If the number is incorrect, use the Â key or press down on the volume key to erase digits from right to left. Calls can also be made directly from the Directory.

Using a Headset

The 6757i CT RP cordless handset accepts headsets through the 2.5 mm audio jack on the bottom of the phone. Contact your telephone equipment retailer or distributor to purchase a compatible headset. Customers should read and observe all safety recommendations contained in headset operating guides when using any headset.

Receiving Calls

When a call is ringing at your extension, you see the Inbound Call screen. Press the v key to answer an incoming call, or lift the handset out of the charging cradle.

Call Privacy

In the 6757i CT RP multi-handset system, it is possible to connect several cordless handsets together with each other or with the base as extensions to a call. This is just like an analog system with extension phones going off hook to join a call in progress. However, because this system is actually intended for use in an enterprise environment, some method of call privacy is required.

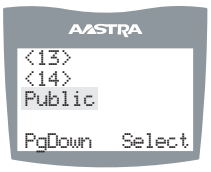
All calls, base or handset, begin in the "private" mode. In this mode, no extensions are allowed to join that handset or base call. There is a user interface provided to toggle between the "private" and "public" modes.

"Public" Feature Key

A feature key allows the user in a multiple handset environment to press to toggle between the "private" and "public" modes for a call. Pressing the Public feature key in the feature list anytime during a call puts the call into the public call mode. When the call is in public call mode, the triangle indicator lights in front of the Public label in the feature list. This also causes that feature key to appear on an available soft key but with a different label – Private. The user can then press the Private soft key to toggle the call back to private or he can navigate into the feature list and press the Public feature key.

Either way, the triangle indicator clears and the call is back in private mode. The figures of this section demonstrate the UI.

Private Call in Progress

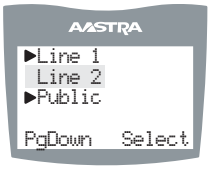


Feature List View with the Public Key Selected but not Invoked

Downloaded from www.Manualslib.com manuals search engine

In the figure below, the left screen depicts a call that is public. The user can press the Private soft key at any time to make the call private – i.e. no extensions allowed to join. In the right screen, the right pointing triangle indicates the current call is in public mode. The user could also select this feature key to return the call to private.

Public Call in Progress



Feature List View with the Public Key Invoked but not Selected

Note: *Any local caller on the call can convert the call. For instance, if one cordless caller is on an external call, he can press the "Public" feature key to make the call public. At that point up to three other handsets can join in on the call. If any of those joining handsets presses the "Private" soft key, then the call is made private for all connected handsets, and no other users can join the call unless the call is made public again.*

Ending Calls

To end a call, you first need to connect to the call, if not already connected, and press the N key. You can also place the handset back on the charging cradle to end the call.

Downloaded from www.Manualslib.com manuals search engine

Pairing and Unpairing Cordless Handsets

Pairing Your Handset

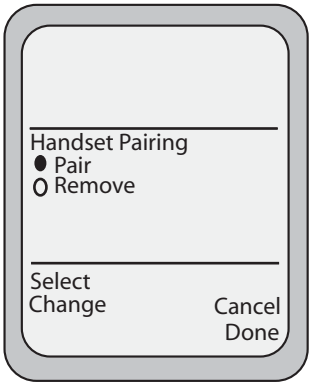
All 6757i CT RP handsets must be paired to a Base Station. This is performed from both the base and the cordless handset. Successful pairing adds the handset name to the handset list on the base and synchronize the handset list from the base to the newly paired handset. A total of 4 handsets can be paired to a single 6757i CT RP base.

Note: *When performing the handset pairing, it is recommended that the handset be within 3 feet of the 6757i CT RP base.*

In order to pair your handset to a base station, do the following.

1. On the 6757i CT RP base unit press Options and select **Preferences** using the right arrow key.
2. Select **Handset Pairing**

3. Select **Pair**



Note: *If there are already 4 handsets paired to the base, you will not be able to select the Pair option.*

4. On the 6757i CT RP cordless handset press Â .

Downloaded from www.Manualslib.com manuals search engine

5. Select Hset pairing

Note: *If the handset has already been paired, the softkey is labelled* Remove *instead of* Pair.

Ensure the handset being paired is within close proximity to the base. It is recommended that the handset be within 3 feet from the 6757i CT RP base.

Note: *It is recommended that both steps 6 and 7 be executed at the same time.*

6. On the 6757i CT RP base, select **Done**.

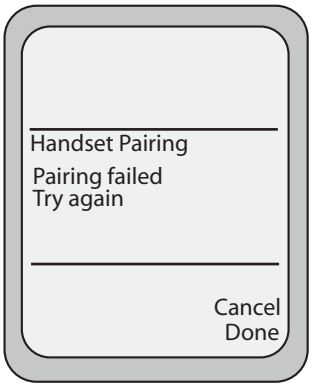
7. On the 6757i CT RP cordless handset, press the softkey for Pair.

Downloaded from www.Manualslib.com manuals search engine

Upon success or failure of pairing, one of the following displays on the handset and base, respectively:

Successful Pairing

Failed Pairing of Handset



Pairing Failed Display

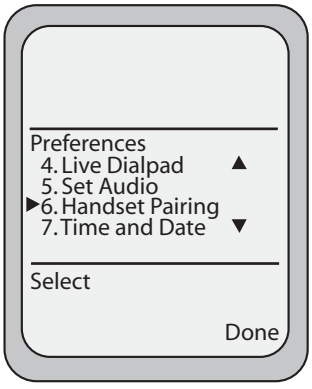
Pairing Successful Display

Unpairing Your Handset

Unpairing of the handset can be done from either the cordless handset or the base. However, if the handset being removed is out of range from the base, the unpairing is only performed local to the device where the removal process was initiated.

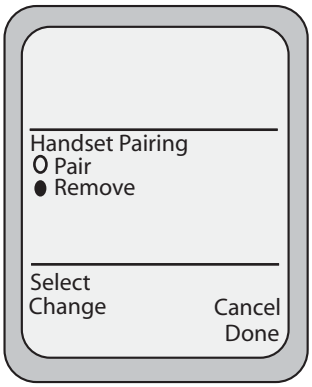
If the unpairing is only successful from the local device, the unpairing procedure needs to be completed from the other device.

1. On the 6757i CT RP base unit press Options and select **Preferences** using the right arrow key.
2. Select **Handset Pairing**

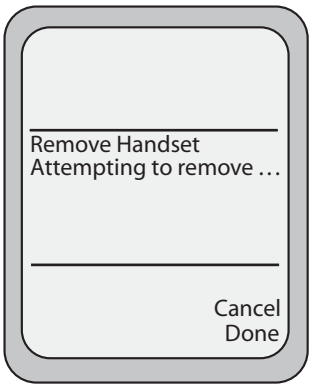


Downloaded from www.Manualslib.com manuals search engine

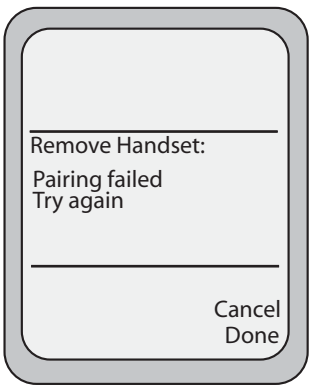
3. Select **Remove.**



4. Select **Done**. The following is displayed on the screen.



Upon success or failure of unpairing, one of the following screen is displayed on the base:



Failed Handset Removal

Successful Handset Removal

5. If required, on the 6757i CT RP cordless handset press Â .

Downloaded from www.Manualslib.com manuals search engine

6. Select Hset pairing

Note: *If the handset is not paired, the softkey is labelled as* Pair *instead of* Remove.

7. Press the softkey for Remove.

Upon success or failure of unpairing, one of the following screen is displayed on the handset:

Successful Removal

Failed Removal

Note: *Unpairing of the handset returns it to factory default state. All data including the functions in the Feature keys are removed.*

Downloaded from www.Manualslib.com manuals search engine

Defining an Emergency Dial Plan

Public telephone networks in countries around the world have a single emergency telephone number (emergency services number) that allows a caller to contact local emergency services for assistance when required. The emergency telephone number may differ from country to country. It is typically a three-digit number so that it can be easily remembered and dialed quickly. Some countries have a different emergency number for each of the different emergency services.

You can specify the digits to dial on the IP phone to contact emergency services. Once you specify the emergency number(s) on the phone, you can dial those numbers directly on the dial pad and the phone automatically dials those emergency services.

Note: *Contact your local phone service provider for available emergency numbers in your area.*

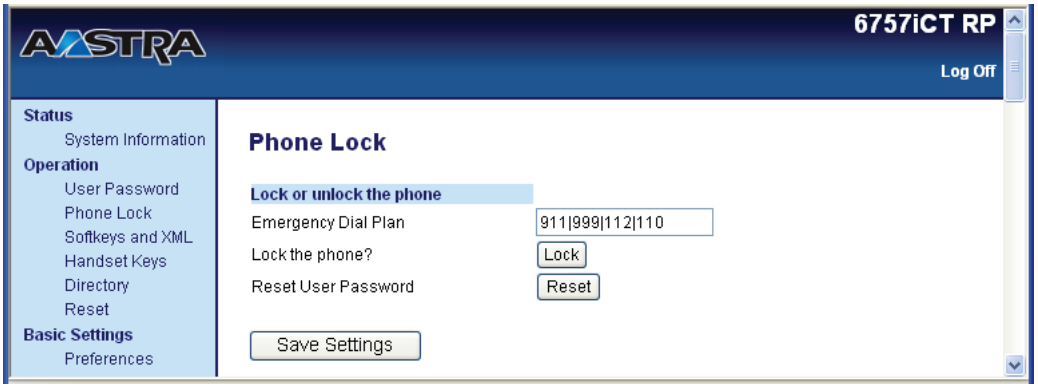
The following table describes the default emergency numbers on the IP phones.

Emergency Number	Description
911	A United States emergency number
999	A United Kingdom emergency number
112	An international emergency telephone number for **GSM mobile phone** networks. In all European Union countries it is also the emergency telephone number for both mobile and fixed-line telephones.
110	A police and/or fire emergency number in Asia, Europe, Middle East, and South America.

You can set the emergency dial plan using the Aastra Web UI.

To specify the numbers to use on your phone for dialing emergency services in your area, do the following.

1. From within the Assistant program select **Settings** > **Phone Settings**, and logon to the Aastra Web UI.
2. Click **Phone Lock**. The Phone Lock window opens.



3. In the **Emergency Dial Plan** field, enter the 3-digit number used in your local area to contact emergency services. For multiple numbers, enter a "|" between each emergency number. For example:

   911|110

   Default for this field is **911|999|112|110.**

4. Click Save Settings to save the emergency dial plan to your phone.

Downloaded from www.Manualslib.com manuals search engine

Troubleshooting

What if my phone is not listed on the LAN?

If your System Administrator doesn't see the phone that you have connected to the LAN and to a power source, there may be one or more of the following issues:

- *The device is not securely plugged into a power source (or the electrical outlet is faulty).*
- *The device is not securely attached to the LAN port.*
- *The base unit has not detected the presence of the device yet.*

Contact your System Administrator for assistance.

Why is my handset not working?

Check to ensure that the handset cord is fully connected to both the phone and handset. See the ***Aastra Phone Model Installation Guide*** for detailed information.

Why is my speakerphone not working?

If the speaker light goes out, the phone is set up to be used only with a handset. If the light stays on steady and you hear dial tone, you can alternate between the speakerphone and the handset by pressing

.

Why is my display blank?

Ensure that power is being provided to your phone. If your Network does not provide Inline power over Ethernet, you can obtain an additional accessory, the a PoE inline power injector, to provide power over Ethernet locally to your phone. See the ***Aastra Phone Model Installation Guide*** for detailed information.

Why can I only see 1 option when the installer or user guide says there are more?

The telephone screen only shows 1option at a time. To see more, press the down arrow button .

Why does the telephone wobble?

Make sure the cords are routed properly through the back of the phone. Check that the leg stands have been properly snapped into place. Since the legs can be oriented in two different ways and in two different positions to offer four different phone viewing angles, check that both legs are oriented in the same direction and in the same position on either side of the phone.

Why isn't Assistant Working?

If you choose to use a third-party firewall instead of the default Windows Firewall, Microsoft Response Point Assistant will not be able communicate with the base unit. A firewall blocks requests or communication attempts from any unspecified programs. To avoid this problem, create a firewall exception in your firewall program for Assistant. A firewall exception allows selected programs to connect with your computer.

Downloaded from www.Manualslib.com manuals search engine

Why are some of the options in Assistant unavailable?

Unavailable options are set using Administrator. To make changes to these options, contact the phone System Administrator.

Why can't I use the lines I set through the Web UI?

If you are using softkeys (model 6757i CT RP) or programmable keys (model 6753i RP) as line keys, the line keys must be assigned by the system administrator, and then configured using the Web UI, and the phone must be restarted. The line keys only take effect after all of these steps are complete. See *Configuring Multiple Lines (6753i RP & 6757i CT RP)* on page 61.

Check that the line number assigned by the system administrator is the same as the line number configured on the Web UI, and that the phone has been restarted.

Why did I lose my call when I put it on hold?

You can put your calls on hold, if your phone supports that feature, or park it, using the Response Point button . Calls put on hold for an extended time are automatically terminated. If you think you will be away from the phone for a long time, park the call instead. (Response Point supports nine parking spaces for calls.)

Why aren't my voice messages showing up in my e-mail inbox as voicemail attachments?

If you are not receiving any e-mail messages or the e-mail messages do not have a voicemail attachment, the problem may be caused by one of the following:

- *Your voicemail settings are not configured properly or your e-mail address was entered incorrectly. Verify that the Receive messages as attachments to e-mail checkbox is selected and your e-mail address is correct on the Voicemail tab.*
- *Your e-mail server or e-mail reader application's spam or virus checker filtered the message. Look for the message in the Junk E-Mail or Deleted Items folder. Add the sending e-mail address to the list of approved senders so that messages from the base unit do not get filtered as junk e-mail in the future.*
- *If you received the e-mail message but there is no WAV file attachment, your e-mail server or e-mail program may have removed the attachment as part of virus filtering. (You can probably adjust the filters so that it will allow WAV file attachments, or add the sending e-mail address to the list of approved senders to prevent the e-mail application from removing attachments.)*
- *There may be a problem with the e-mail server configuration in the phone system. If you have verified that your configuration is correct and the messages are not being filtered as spam, report the problem to your phone System Administrator.*

Why don't I see notifications for all my incoming calls?

Because Assistant support phones that have multiple extension numbers, it is possible to see more than one notification window at a time if multiple calls come in for these extension numbers simultaneously. Assistant displays a maximum of four notification windows. No notification window will appear if a fifth call comes in.

Downloaded from www.Manualslib.com manuals search engine

Why doesn't the Response Point confirmation prompt fill in the name of the person I asked to voice dial?

If you use voice dialing to say (for example), "Call Denise Smith at work," the confirmation prompt should say, "Dialing Denise Smith at work." However, if the text-to-speech feature in Windows XP is not working, you may hear "Dialing (silence) at work" instead. Refer to the Windows documentation for more information about the speech recognition and text-to-speech feature.

Where did my contacts go?

If storage space on the base unit is nearing capacity, Response Point deletes files, including contact files. See your phone System Administrator for assistance.

I set up a contact to bypass the receptionist but it's not working. What's wrong?

The Bypass Receptionist feature relies on caller ID from incoming calls in order to function correctly. The following conditions may cause the Bypass Receptionist feature to not work:

- *Your business does not receive caller ID information from the phone company.*
- *The person calling you has his or her caller ID blocked.*
- *The phone number entered for the contact does not match the phone number received from the phone company when the contact calls you. For example, the phone number for the contact may not have the area code.*
- *The phone number entered for the contact may conflict with someone else's bypass entry for the same number.*
- *The phone System Administrator may have disabled the Bypass Receptionist feature for the phone system.*

Why can't I record my voice prompts using the text-to-speech (TTS) program that I've chosen in Windows?

Response Point automatically uses Microsoft Anna to record your sound files. If this text-to-speech program is not available, Response Point chooses another Microsoft TTS program that comes with your operating system regardless of which TTS program you've manually specified in Windows.

What should I do if I'm having trouble voice dialing a contact?

If you've repeatedly tried to voice dial a particular personal contact, and each time the Automated Receptionist says "invalid location," use Assistant to remove the contact from the phone system, re-add the contact, and then try placing your call again.

Why don't the changes that I just made to my contact using Assistant appear in the incoming call notification window?

This condition may occur if the information exchanged between Assistant and your contact store (that is, Outlook, Windows Address Book, or Windows Contacts) are temporarily out of sync. To resolve this issue, simply exit Assistant and restart the program.

Downloaded from www.Manualslib.com manuals search engine

Limited Warranty

Aastra Telecom warrants this product against defects and malfunctions during a one (1) year period from the date of original purchase. If there is a defect or malfunction, Aastra Telecom shall, at its option, and as the exclusive remedy, either repair or replace the telephone set at no charge, if returned within the warranty period.

If replacement parts are used in making repairs, these parts may be refurbished, or may contain refurbished materials. If it is necessary to replace the telephone set, it may be replaced with a refurbished telephone of the same design and color. If it should become necessary to repair or replace a defective or malfunctioning telephone set under this warranty, the provisions of this warranty shall apply to the repaired or replaced telephone set until the expiration of ninety (90) days from the date of pick up, or the date of shipment to you, of the repaired or replacement set, or until the end of the original warranty period, whichever is later. Proof of the original purchase date is to be provided with all telephone sets returned for warranty repairs.

Exclusions

Aastra Telecom does not warrant its telephone sets to be compatible with the equipment of any particular telephone company. This warranty does not extend to damage to products resulting from improper installation or operation, alteration, accident, neglect, abuse, misuse, fire or natural causes such as storms or floods, after the telephone is in your possession.

Aastra Telecom shall not be liable for any incidental or consequential damages, including, but not limited to, loss, damage or expense directly or indirectly arising from the customers use of or inability to use this telephone, either separately or in combination with other equipment. This paragraph, however, shall not apply to consequential damages for injury to the person in the case of telephones used or bought for use primarily for personal, family or household purposes.

This warranty sets forth the entire liability and obligations of Aastra Telecom with respect to breach of warranty, and the warranties set forth or limited herein are the sole warranties and are in lieu of all other warranties, expressed or implied, including warranties or fitness for particular purpose and merchantability.

Warranty Repair Services

Should the set fail during the warranty period;

In North America, please call 1-800-574-1611 for further information.

Outside North America, contact your sales representative for return instructions.

You will be responsible for shipping charges, if any. When you return this telephone for warranty service, you must present proof of purchase.

After Warranty Service

Aastra Telecom offers ongoing repair and support for this product. This service provides repair or replacement of your Aastra Telecom product, at Aastra Telecom's option, for a fixed charge. You are responsible for all shipping charges. For further information and shipping instructions;

In North America, contact our service information number: 1-800-574-1611.
Outside North America, contact your sales representative.

Note: Repairs to this product may be made only by the manufacturer and its authorized agents, or by others who are legally authorized. This restriction applies during and after the warranty period. Unauthorized repair will void the warranty.

Downloaded from www.Manualslib.com manuals search engine

Downloaded from www.Manualslib.com manuals search engine

Index

Numerics

3-way calling 62

6751i RP
- about 9
- features 9
- idle screens 14

6753i RP
- about 10
- features 10
- idle screens 14

6757i CT RP
- about 11
- base unit, features 11
- handset, features 12
- idle screen 17, 19
- plugging in the phone 15

A

Aastra 6751i RP
- about 9
- features 9
- idle screens 14

Aastra 6753i RP
- about 10
- features 10
- idle screens 14

Aastra 6757i CT RP
- about 11
- base unit, features 11
- handset, features 12
- idle screens 17, 19
- plugging in the phone 15

Aastra Web UI
- basic settings 33
- operation parameters 33
- phone status 33

AastraLink RP phone models 9

Assistant
- Call Forwarding tab 42
- contact list 44
- Contacts tab 45
- installing 23
- Properties tab 25
- starting 23
- uninstalling 29
- using 23
- voicemail 40
- Voicemail tab 40

B

battery charge state 86

battery, on cordless handset
- battery indicator and status 88
- charging 88

C

call park 44

call transfer
- manual dialing 43
- voice-activated 43

callers list
- about 53
- accessing 54
- deleting 55
- downloading 55
- editing 54
- on handset 91
- screen display 54

calls
- conference 62
- ending 40
- external 34
- forwarding 42
- intercom 36
- internal 34
- notification 48
- parking 44
- receiving 39
- transferring 43

conference calls
- about 62
- using 62

connected state screens 14, 17

contact list 44

D

delete key 22

dial plan, emergency 99

dialing a number 34

do not disturb (DND) 70

Downloaded from www.Manualslib.com manuals search engine

E

emergency dial plan, defining 99
expansion modules 75

F

flash key 71
forwarding calls 42

G

getting started 13

H

handset
backlight 82
call key 79
call privacy 92
call time 82
callers list 91
custom name 81
directory list 89
ending calls 93
feature key
about 87
activation 86
description 83
guidelines 83
programming 84
features 12
features key list 79
finding IP address 83
icons 86
idle mode 85
intercom 80
key descriptions 79
key lock 82
key panel 79
language 81
LED indicator 87
making calls 92
menu key 80
menu list 87
mute key 80, 87
pairing 82, 94
predialling 92
receiving calls 92
reception range 86
redial key 87
release key 80, 87
ring tone 81
ringer volume 86
softkeys 79, 86
status messages 86
talk/hold key 86
unpairing 96
using 79
vibrate 86
volume control 88
volume key 79
headset
using 35
using on cordless handset 92
volume controls 36

Downloaded from www.Manualslib.com manuals search engine

I

intercom calls 36
IP address
  of the phone 30

K

key descriptions 20

L

language
  overview 76
  specifying on IP phone 76
limited warranty 103
line, programmable key 61
line, softkey 61

M

M670i 75
M675i 75
microphone, enabling/disabling 37
mute key 39

N

network disconnected screen 19

O

options on cordless handset 80

P

password
  Aastra Web UI 31
  Assistant 24, 41
phone directory
  about 49
  accessing 49
  deleting items 52
  editing 52
  saving names and numbers 49
phone features
  3-way calling 62
  advanced 60
  basic 34
  call park 44
  call transfer 43
  expansion modules 75
  phone directory 49
  voicemail 40
phone options, setting 60
programmable key
  deleting 74
  description 66
  editing 73
public feature key 92

R

receiver volume 86
redial key 38
redial list
  accessing 38
  deleting 38
remote voicemail retrieval 42
ring tone sets 57
ring tones 57
rings
  about 56
  configuring 58
RP phone models 9

Downloaded from www.Manualslib.com manuals search engine

S

save key 22
saving names and numbers 49
setting line keys 61
speakerphone, using 35
speed dial 68
speeddial
  prefix for 63
  setting 63
starting up the phone 13, 15
system requirements 7

V

voicemail 39, 40
  configuring 40
  indication 41
  remote retrieval 42
  retrieval 41

W

warranty, limited 103

X

XML service 72

Downloaded from www.Manualslib.com manuals search engine

Downloaded from www.Manualslib.com manuals search engine

If you've read this owner's manual and consulted the Troubleshooting section and still have problems, please visit our Web site at www.aastra.com, or call 1-800-574-1611 for technical assistance.

Microsoft® Response Point™ is a trademark of Microsoft Corporation.

© Aastra Telecom Inc. 2008 41-001255-00 Rev 03

Downloaded from www.Manualslib.com manuals search engine